

**City of Chicopee
Council of Aging
November 9, 2021**

Members Present: S. Tawrel, S. Gelinas, C. Gemme, K. Rousseau, M. Rider, S. Michalik, K. LaBreck, L. Houle, H. Lenart, E. Laflamme

Staff: S. Manyak

Excused J. Lukasik

I. Call to order

- The meeting was called to order at 4:45pm. There was no request to record the meeting.

II. Public input

- There was no public input

III. Review of minutes

- Minutes were reviewed from October 12, 2021. Correction to the spelling of H. Lenart Minutes were accepted as amended.

IV. Business Reports

A. Executive Director's Report

- Staff board reports were distributed from the Clerk, Outreach Coordinator, Assistant Director, Cafe Manager, Office Manager, Program Assistant and Program Technician.
- Temperature control continues to be an issue in the center. Sherry has reached out to Scott Chapdelaine because several participants have been complaining.
- Booster clinics are scheduled for December 2nd and is open to anyone who needs a booster.
- The Transportation Department report was circulated. One of the transportation coordinators who has been out is starting to return to work on a light schedule. He expects to be back full time soon. There is still a need for more volunteer drivers.
- Thanksgiving dinner is next week and 500 people have signed up for a meal. There are a number of volunteers from across the city

assisting with the effort. There will also be a Christmas meal for pick up in December.

C. Café

- The Café is very busy, and many enjoy the offerings. There was positive feedback from members of the Board. There was a profit of over \$613.08 last month. There are some participants that will eat in the sitting area.

D. Fiscal Reports

- Reports for October were distributed to the group. The group reviewed the data and had no questions. It was noted that some salaries are rising close to the max but will then be covered by the Formula grant. The center is financially on target. It was noted that the special services account is low, but funds were used to address an issue with the elevator.
- There is approximately \$20,000 in the transportation line so there may be enough funds to purchase another car next year.
- Sherry has contacted Senator Velis to see if there is funding for a van. They instructed her to contact the mayor because the funding went to the city for use.
- The total senior meal program had \$51,000 in the account. This may need to be supported depending on need for the rest of the year. There is concern over the rising costs of food.
 - Sherry is working to identify other food vendors to help control costs.

E. Friends of the Senior Center

- The next Friends meeting is scheduled for Friday 11/12. There has not been a Friends meeting since our prior meeting. Attendance was strong for the meeting and there has been an increase in memberships
- There is a cash calendar fundraiser. There has already been \$3000 raised for this fundraiser.
- They still plan to meet with the accountant regarding the funds that remain to be paid to the city.
- Sue Tawrel was recognized for her work at the Gift Shop, which is very busy.

COA Christmas Party

- The group discussed a gathering for Christmas. December 14th was suggested as a date, following the monthly meeting. An alternate date of December 7th was suggested as well. Sherry will contact

Milano's to secure a reservation. The members should contact Sherry to confirm attendance.

Nurses Move

- The plan to move the nurse's office has been complicated. There is a need for wiring for internet and phone. A request has been submitted to make this change and then the office move will be completed.
- There is a plan to do more programming on nutrition and health aging once the move is completed.
- A representative will meet with the center about the programming on December 8th at 11:30.

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Festival of Trees

All the trees have been set up and there are 13 sponsors with gifts on the trees. Approximately \$520 has been raised up to this point. The drawing is scheduled for 11/23.

IV. New Business

- Joe Lukasik will be returning to COA meetings soon.
- Members were reminded to go to city hall to sign the book.

V. Meeting adjourned at 5:40 pm

- **Next meeting is November 9 at 4:45pm**

Submitted by



Karen S. Rousseau