

Ludlow Council on Aging

Board Meeting Senior Center

228 State Street

Wednesday, March 15, 2023

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Present: J. Zepke, D. Peacey, J. Grimaldi, R. Forti, F. Krzanik, F. Barroso, J. DaCruz, K. Ribeiro, H. Grabowski, K. Green, Chairperson of the Friends

Excused: D. Johnson

I. Roll Call – The meeting was called to order at 4:30 p.m. by Chairperson D. Peacey

II. Secretary's Report

a. Minutes from the February 15, 2023 meeting were reviewed and approved. M/S: J. Grimaldi/R. Forti. All in favor.

III. Treasurers Report

a. J. Zepke reported that the FY 23 budget is on target, and there was no further update about FY24 budget. She noted that Governor Healey recommended an increase of \$2 per senior for FY24, bringing the allocation to \$14 per senior (for the Formula Grant); this has not been voted on yet by House and Senate. The Town Accountant position is still vacant. M/S: D. Peacey/F. Barroso. All in favor.

IV. Director's Report

- a. Grants Update/Status: The \$50K for a new van, which was secured with help from then State Representative Olivera for FY23, must be used by June 30 or returned to the State. Additional funds would be needed as the cost significantly exceeds \$50, 000. J. Zepke spoke with Town Administrator. Marc Strange about applying for a reimbursement grant for the difference. The \$10,300 IT grant was used to purchase 15 iPads, styluses, and a pull-down movie screen (installation cost included); \$1,000 of unspent funds will be returned. The Title III federal grant for the Memory Café runs through September 30, 2023. This supplies about \$75 per month towards operation of the café. Approximately \$6,000 of the \$30,000 from the Behavioral Health Network (BHN) grant has been spent. The grant ends on June 30, 2023. The COA will reapply if it is offered again through Mass. Council on Aging. J. Zepke did not have the exact numbers for the Formula grant at this time.
- b. Center Numbers: Over 400 people visit the Center each day and the number of activities has increased as well. In the old building, the average was 300 visitors per day. (It was noted that 30% of the Ludlow population is over age 60). The successful St. Patrick's Day lunch had 233 participants. J. Zepke submitted the annual report to the Board of Selectmen and will be providing a summary of activities each month to the board.

- c. Senior Center Building Committee: Due to the recent deaths of Chair and Vice Chair of the Building Committee, Jodie Zepke has assumed position of Chair and Derek Debarge as Vice Chair. The committee will remain in place until all the items are completed (expected appointment date until April, 2024). Currently they are still waiting for delivery of generator for the center.

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V. Chairman's Report:

- a. Revised Code of Conduct: It has been completed but has not yet been posted at the Center.
- b. Board Vacancies: D. Peacey sent a memo to the Board of Selectmen regarding the three vacancies. It is on the agenda for their next Board Meeting to post vacancies.
- c. Election of COA Officers: Per the by-laws, the COA must elect new officers annually in April and notify the Town Clerk of names. This will occur at the next meeting. The current Officers have agreed to serve another term however invited any other members who have interest in these positions to speak up so that they may be considered. With J. Grimaldi's resignation, there is still an opening for a Vice Chairperson. All members were encouraged to consider whether interested in this position and to contact Jodie or Diane if any questions about the role.
- d. By-Laws: No further discussion today; as noted in last meeting, goal is to review these for needed revisions during year.

VI. Visitation:

- a. Kathy Green, President of the Friends of the Ludlow Senior Center, reported they recently re-did their bylaws and added a section on financial controls. It is expected to be completed in April.
- b. The Friends have ordered a plaque to commemorate Fred LaFayette, which will be placed in the Pool Room in his honor.
- c. K. Green reported on some activities the Friends are planning for the town's 250th Anniversary. One idea being considered is a float for the parade.

VII. Old/New Business:

- a. State Ethics Training: A link was sent to the Board to complete the training.

VIII. Adjournment: 5:30 p.m. M/S: F. Krzanik Barroso/J. Grimaldi. All in favor.

The next Board Meeting will be at 4:30 p.m. on Wed. April 19, 2023.

Respectfully submitted:

K. Martin, Secretary COA