

Council on Aging Board Meeting
Ludlow Senior Center
228 State Street
Wednesday, April 16, 2025

Present: K. Martin, H. Grabowski D. Potter, B. Radowski, D. Johnson, R. Forti, D. Peacey,
B. Mishol, K. Ribero, F. Barroso
Excused: J. Zepke
Absent:
Guests: K. Green

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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 March 19, 2025 meeting were reviewed and approved. M/S: D. Johnson/R. Forti. All in favor.

III. Treasurers Report

- a. The March financial report was distributed; there were no questions regarding information. Postage will be increasing and K. Ribero suggested the Center order stamps in advance of the increase.

IV. Director's Report

- a. MCOA Certification: J. Zepke, M. Ardolino and H. Jolicoeur are participating in this certification program; there are a number of requirements to complete this process. J. Zepke's requested the COA assistance in several areas including updating mission, vision and values statements and conducting a SWOT analysis. She emailed the COA Board asking for volunteers to form a small group to assist with this process. D. Peacey reminded attendees to let J. Zepke know if they are interested. K. Ribero said she will help as needed.
- b. Volunteer Recognition Banquet May 21: Because it coincides with the Board meeting, the Board agreed to meet on the following Wednesday, May 28. D. Peacey will notify the town.
- c. Kindness Campaign: D. Johnson said attitudes have been better at the Center over the past month. For people who don't call to cancel their reservation for an event or lunch, they now get a personalized "we missed you at lunch (or other activity)" message the next time they sign in with MySenior. K. Green said this has been put in place to remind people that they failed to cancel their "reservation" for an event. D. Johnson said it has already cut down on lunch no-shows. It is hoped this will help to shape people's behavior around this problem thereby resulting in fewer no-shows. K. Green suggested adding a message reading "thank you for cancelling your lunch reservation" to serve as a positive reinforcement.

V. Chairman's Report:

- a. Election of Officers: The current officers expressed willingness in continuing in current roles, as there were no other volunteers for any of the positions. A motion was made to continue with the current officers. M/S: K. Ribero/F. Barroso. All in favor.
- b. Age/Dementia Friendly Ludlow Update: Sessions have been well attended, and participants will be breaking up into workgroups to address different topics.

VI. Visitation:

- a. K. Green said the Friends are hosting a free drive-through shredding event on Saturday, May 17 from 9 to 11 a.m. in the Center's parking lot. There is a sign-up sheet for volunteers for this event as for the Town Tag Sale which will occur on the same day. The Senior Center will be participating in the town's Memorial Day parade are looking for people to ride/walk. A notice will be put in the May newsletter.

VII: Adjournment: 5:30 p.m. M/S: K. Martin/H. Grabowski. All in favor.

The next Board Meeting will be at 4:30 p.m. on Wednesday, May 28, 2025.

Respectfully submitted,

K. Martin, Secretary, COA