

Council on Aging Board Meeting Minutes

Ludlow Senior Center
228 State Street
Wednesday, February 18, 2026

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COMMUNITY SERVICES

Present: J. Zepke, K. Martin, R. Forti, B. Mishol, D. Potter, H. Grabowski, J. DaCruz 2026 APR -9 P 1:59

Excused: F. Barroso, B. Radowski, D. Peacey, K. Ribero

Absent: Deb Johnson

I. Roll Call

The meeting was called to order at 4:30 p.m. by Vice Chairperson B. Mishol. J. Zepke asked members to contact her directly when they are unable to attend because if there are not enough people coming, she will have the option to cancel.

II. Secretary's Report

- a. The minutes of the January 21, 2026 meeting were reviewed and approved with no changes. M/S: D. Potter/B. Mishol. All in favor.

III. Treasurer's Report

- a. The Treasurer's report was reviewed; there were no comments or questions. J. Zepke reported there was no news on the upcoming budget.

IV. Director's Report

a. Staffing:

1. Activities Assistant: The position has been offered to someone, and her name will be announced when her letter of acceptance has been received. She is retiring in March and will start at the Center in April. She may attend on Tuesday evenings in the meantime to visit.
2. Full Time Driver: Five people were interviewed and a decision has been made to hire one of them.

b. Program Updates:

1. Foot Care: The program is going well, and the fee was changed for residents and non-residents of Ludlow.
2. Taxes: Appointments have been fully booked. An additional tax preparer has been assigned to the Center, which will help with the waitlist.
3. Numbers: Lunch numbers are increasing again. The average has been 120-130 participants per day. On February 17 there were 150 participants, and over 200 people attended the Valentine's Day lunch. Café activity is picking up as well. The three Wednesday breakfasts were attended by 10, 15, and 12 individuals, respectively.

V. Other Business

An RFP (Request for Proposals) is being issued for construction of a car port for the three vans. New cameras are being explored for placement outside of the building in the parking lot. Work has been underway to repair the HVAC system. The generator has not yet been repaired.

VII. Adjournment

The meeting adjourned at 5:20 p.m. M/S: H. Grabowski/D. Potter. All in favor.

The next Board Meeting will be held at 4:30 p.m. on Wednesday, March 18, 2026.

Respectfully submitted,

K. Martin, Secretary, COA