

Council on Aging Board Meeting Minutes

Ludlow Senior Center
228 State Street
Wednesday, April 15, 2026

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2026 JUN 18 P 1:40

TOWN OF LUDLOW

Present: J. Zepke, B. Radowski, D. Peacey K. Martin, R. Forti, B. Mishol, D. Potter, H. Grabowski,

Excused: F. Barroso

Absent: K. Ribeiro

Guest: K. Green

I. Roll Call

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

II. Secretary's Report

- a. The minutes of the March 18, 2026 meeting were reviewed and approved. M/S: B. Mishol/R. Forti. All in favor.

III. Treasurer's Report

- a. The Treasurer's report was reviewed and J. Zepke noted FY 26 was on target. FY 27 Budget Level 1 was going before the upcoming Town Meeting.

IV. Director's Report

- a. Staffing Update: Lorrie Bobe, the new Activities Assistant, started April 6 and is fitting in well. Tom Godek, the newly hired full-time driver, is being trained by part time per diem driver Mike Lebel for two weeks. It was noted M. Lebel covered the full-time position until T. Godek was hired. Rides are picking up; 70 rides were scheduled for today. J. Zepke will be celebrating her 24-year anniversary as the Executive Director on April 16. The Board offered congratulations.
- b. Programming Update: Staff are planning new activities, including goat snuggles, a tea craft, and two back-to-back performances. Landscaping will be adjusted to expand usable lawn space for outdoor summer entertainment. The Friends will purchase new furniture. Carport construction bids are due May 15. J. Zepke will meet with the Building Committee to close out any outstanding bills. The five-year building celebration is planned for late summer.
- c. Volunteer Recognition: The dinner will be held on May 28 at Tony & Penney's.
- d. Check in with Town Administrator: J. Zepke will be meeting with M. Strange at the Center once a month. B. Mishol said it was a great opportunity to showcase the numerous and outstanding Center activities that are well attended, as well as some of the challenges and limitations.

V. Chairman's Report

Election of Officers: D. Peacey sent a notice to members inviting them to consider an Officer position; no interest was expressed. Most of the current officers agreed to continue in their roles; however, J. DaCruz, indicated that would like to step down as Treasurer but will remain on the Board. B. Mishol said F. Barroso may be interested in the position and will speak with him about it before the next

meeting. Further discussion will be tabled until the next meeting. D. Peacey will notify the town of the results.

- a. D. Peacey read an email “letter” of resignation from Board member D. Johnson. D, which will go into effect immediately. Notice of the vacancy will be sent to the Town Clerk.

VI: Visitation

K. Green shared a graph of annual statistics for 2024 and 2025. She noted some issues with accurately depicting numbers of service delivery and participation due to data collection methods and criteria at that time. Moving forward, data collection will be standardized according to established criteria to collect more useful information. Data collection for outreach has been defined and will be more meaningful for 2026 and 2027. Trends were noted and discussed; noted was the extent of volunteer hours for past two years exceeding 15,000 hours annually.

VIII: Adjournment

The meeting adjourned at 5:20 p.m. M/S: B. Mishol/K. Martin. All in favor.

Note Meeting Change:

The next Board Meeting will be held at 4:30 p.m. on Wednesday, May 13, 2026.

Respectfully submitted,

K. Martin, Secretary, COA