

**City of Chicopee
Council of Aging
June 14, 2022**

Members Present: S. Gelinas, K. Rousseau, K. LaBreck, H. Lenart, C. Gemme, L. Houle, M. Rider, L. Lavoie, D. Naumchick

Staff: Sherry Manyak

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

A. Minutes were reviewed and accepted from May 10, 2022.

IV. Business Reports

A. Executive Director Report - Sherry Manyak distributed the executive director's group for review.

- The budget has been completed and the first budget hearing was held with the Mayor and Audit. There was support for a dishwasher position.
- The maintenance budget has been increased to ensure funding for that function.
- Senator Gomez has put in a request for \$40,000 for transportation from the state. Those funds would support the purchase of a new van. There is a big need for additional vans so this will really support the center.

B. Café

- The Café continues to be very busy, and many enjoy the offerings, and the revolving account has about funds due to profits. Some of the funds were used to purchase a new ice machine. It is on back order until September.

C. Fiscal Reports

- Reports for May were distributed to the group. The center is on target with the budget for the current fiscal year. There is about \$20,000 left in the budget that will be returned to the city.

D. Friends of RiverMills

- Stan Walczak is the new president and Cindy Powers is the new Vice President. Charlotte Hansen is treasurer and Joan Jaquith is the secretary as well as Rose D. is corresponding secretary. The group is planning a lot of activities for the upcoming year including the summer concert series.
- The calendar raffle is showing a profit of \$2000 so this was very successful.
- There are now over 100 members, and the group is becoming more active.
- The group expressed appreciation to all the work done by Al Picard and Steve Michalik in support of the group.
- A sub-group is planning a dedication for the patio as well as for the past director and Sue Tawrel' s mother who was the president of the group for many years.
 - Two trees have been purchased and they are looking into purchasing plaques for Adele, Francis, and Sandra
 - The event is September 8th.

E. Congregate Dining

- There will be 70 people dining at the center tomorrow and this number continues to grow. The number of food deliveries has also been steady.

F. Transportation

- There continues to be needs for transportation support. There have been interviews for the part time position. The candidate has experience with scheduling so this would be a good fit. This position should move into full time in the future and the candidate is interested.
- Jona Ruiz is the program technician at the center. He also supports the photography club. A request to HR and the Mayor's office to re-classify the position because the role has expanded a great deal. The center is looking to bring in interns to help support the programs related to technology.

G. Maintenance

- The center is still looking for an evening custodian. This position should be posted soon.

H. Staffing

- A transportation position is also open, and a new full-time driver was requested through next year's budget. The center no longer has many volunteer drivers. A press release was done seeking volunteer drivers and it is hoped that this will help to supplement transportation availability. Transportation also supports delivering meals to about 30 homebound residents.

I. Exercise Equipment

- The initial equipment is installed. Community Development worked with PNCU to provide the funding and the project is moving to phase 3.

J. Volunteer Luncheon

- This event is scheduled for 6/15/22 and is to recognize the volunteers that helped the center throughout the pandemic. The travel club sponsored the dessert, and the Formula Grant is supporting food and gifts.

K. Viewing of Commercial

- The group reviewed the new commercial.

L. LGBT Project Training

- Members participated in the training to follow state requirements.

M. Award

- Sherry Manyak was recognized as Director of the Year by MCOA

V. Meeting adjourned at 6:00 pm

- **Next meeting is September 13, 2022.**

Submitted by

Karen Rousseau

Karen S. Rousseau