

CITY OF GARDNER
MASSACHUSETTS 01440
COUNCIL ON AGING

294 Pleasant Street



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COUNCIL ON AGING - Minutes

Board of Directors Meeting – February 8, 2021 @ 2pm Senior Center

Present: COA Director, Mike Ellis Chair Sandy Barton, Treasurer Terri Hillman, AARP President Patricia Jandris, Golden Age President Gloria Tarpy, Associate Members: Ron Darmetka, Paul Leone, Ken Fournier. **Absent:** Vice-Chair Jeff Nelson, Secretary Kathy O'Brien, Audrey Faucher, Associate Members: Richard Girardin, Maurice Lizott, Evelyn McCarthy, Cheryl Howes.

1. CALL TO ORDER:

Meeting called to order at 2:05pm by Sandy Barton. Introduction and welcome of Michael Ellis, Director of COA to Board members.

2. ACCEPTANCE OF MINUTES OF PREVIOUS MEETING:

Minutes of 1/4/21 meeting reviewed. Motion to accept with noted corrections made by Terry Hillman, 2nd by Patricia Jandris.

3. TREASURER'S REPORT:

Treasurer submitted reports on Gift Acct., Revolving Acct., Formula Grant Acct. thru 12/31/20 with an explanation by Treasurer regarding accounts. Moved to accept by Gloria Tarpey, 2nd by Patricia Jandris and placed on file. Director informed Board of several projects in the works such as: Replacement of Flag pole, Master key lock project, Quote for heat split and A/C units, H&R Block, Timpany Plaza, to assist with Tax preparation as AARP not available due to Covid, Equipment purchases such as copy/fax machine. \$48,068.00 total on anticipated projects.

4. OLD BUSINESS:

a. Vaccine Status: Director and volunteers worked energetically to register individuals for Covid vaccination administered by Community Health Center @ Prospect School starting 2/10/21. All precautions are in place including Police detail and Fire Dept. on stand-by.

5. NEW BUSINESS:

a. Administrative Assistant position. Applications available on City website.
b. Nomination for Board vacancies. Letter of resignation of Vice President, Jeff Nelson submitted, also Joe Arsenault, associate member has resigned. Vacancies will be addressed a voted on at next monthly Board meeting.

6. OPEN DISCUSSION:

Opening status, Admin. Assistant position and Outreach position discussed, community resources, new phone system, my senior center update, another location for center.

7. NEXT MEETING DATE: Monday, March 1, 2021 @ 2pm

8. ADJOURNMENT: Motion to adjourn made by Patricia Jandris, 2nd by Terri Hillman.

Respectfully submitted,
Patricia Jandris