

# CITY OF GARDNER

MASSACHUSETTS 01440

## COUNCIL ON AGING

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Charles P. McKean Building  
294 Pleasant Street



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T: (978) 630-4067  
F: (978) 632-5965

### COUNCIL ON AGING

#### Minutes

Board of Directors Meeting

May 1, 2023 @ 2pm Senior Center

<https://www.youtube.com/watch?v=-A-9LbU0il>

- Present** - Director Michael Ellis, Chairman Ron Darmetka, Vice Chair Paul Leone, Secretary Kathy O'Brien, Treasurer Theresa Hillman, Gloria Tarpey, Patricia Jandris
- Associate Members:** Paul Crowley, Ken Fournier, Mary Schaffer, Stan Luczko, Dan Kelley
- Absent:** Cheryl Howes, Evelyn McCarthy, Adele Peterson, Audrey Faucher, Nancy Hebert, Ken Fournier, Tracy Hutchinson
- Visitors:** Marcelle Cormier, Brenda Crumb

1. **CALL TO ORDER:**  
Meeting called to order at 2:00 pm by Chair Ron Darmetka
2. **MINUTES:**  
*Motion made and unanimously carried to accept minutes of the April 3, 2023, meeting. Kathy O'Brien/Paul Leone*
3. **ELECTION OF OFFICERS AND NOMINATIONS OF BOARD MEMBERS**
  - A. **Officers:** Members were asked and invited to consider being an officer of the board.. *Motion made and unanimously carried to accept and approve the following slate of officers for June 23- June 24, Luczko/O'Brien, Leone/O'Brien:*  
Ronald Darmetkas, Chair  
Paul Leone, Vice Chair  
Terri Hillman, Treasurer  
Kathy O'Brien, Secretary
  - B. **Chief Executive Officer:** *Motion made and unanimously carried to appoint Michael Ellis, the Senior Center Director, as the Chief Executive Officer for the Council on Aging Board, Leone/Hillman.*
  - C. **Board:** Pat Jandris has submitted her resignation from the Board. *Motion made and unanimously carried to accept Pat's Resignation., O'Brien/Leone.*

*Motion made and unanimously carried to remove Evelyn McCarthy as an Associate Member from the Board due to lack of attendance at meetings and inability to contact her, Hillman/Tarpey.*

*Motion made and unanimously carried to accept Barbara LeBlanc to serve as an Associate Member of the Council on Aging, O'Brien/Tarpey.*

*Motion made and unanimously approved to accept Kristy Livingston as an Associate Member of the Council on Aging, O'Brien/Tarpey.*

Terri Hillman asked about the status of Board Member Audrey Faucher. Audrey was granted a medical leave although the Board could consider her status on the board.

With Pat's resignation, there is a vacancy on the board. Members were asked whether they would like to be appointed as a Full Board member and to contact Mike or Ron.

#### **4. TREASURERS' REPORT`**

As of April 30, 2023, the City General Fund/Operating Account has an ending balance of \$52,098.27. Terri noted that everything seemed to be in order. Within salaries expense line items we can make transfers, and within the operating side we can make changes.

The Gift Account has an ending balance of \$65,536.24. The COA received a few donations in April totaling \$7,064.63. Expenses from the Gift Account must be voted on by the Board prior to expended.

The Revolving Account has a balance of \$32,104.38. The only big expense for April were the food items for the Easter Baskets. Quabbin Valley Healthcare and AARP were acknowledged for their contributions.

The FY 2021 State Grant was closed out. No new expenses were incurred in April.

The FY 2022 State Grant has a balance of \$580.70. There were additional expenses for instructors posted after April 30 which brings us closer to be able to close out.

The FY2023 State Grant Fund has an ending balance of \$47,068.30. There were \$1057.66 in expenses allocated to this fund, mostly related to instructor expenses.

The State Grant Consolidation Fund shows a total balance of \$47,649, which is the total balance of each to the individual State Grant Accounts.

*Motion made and unanimously carried to accept the Treasurer's Report by Tarpey/Leone.*

#### **4. OLD BUSINESS**

##### **A. Age Friendly Designation-**

Staff will drive process with involvement from Board. Designation will improve standing for funding and grants. Can put work on hold while moving or for other reasons. *Motion made and unanimously carried to support and approved the City's application to become a member of the Age-Friendly Community Network and begin the Age-Friendly Community Application, Hillman/Leone.* A letter

asking for the support of the Mayor and City Council will be sent by Director Ellis.

**B. Waterford St. Facility Update**

Mike provided a brief update on work and mentioned the recent donations of furnishings and materials for the new senior center.

**C. By Law Revisions**

Paul Crowley, Terri Hillman and Paul Crowley will serve on the BY law Review Committee. Hope to have draft for June COA meeting.

**5. NEW BUSINESS**

**A. Directors Report:**

Mike reviewed programs and services for the Center for the months of June and July. Mike thanked Golden Age Club, EL Harvey, the Board of Health, and Rhonda Bettez for their support for upcoming programs.

**6. OPEN DISCUSSION –**

**A. Introductions of guests in attendance**

Marcelle Cormier, Legislative Affairs Chair for the AARP Chapter 3237  
Brenda Crumb, Secretary for AARP Chapter 3237

**7. NEXT MEETING DATE is Monday, June 5, 2023, at 2:00 p.m.**

**8. ADJOURNMENT:**

**Motion made and carried unanimously to adjourn made by Tarpey/O'Brien.**

**Respectfully submitted by,  
Katheen O'Brien, Secretary**