

## GRANBY COUNCIL ON AGING BOARD MEETING MINUTES

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Meeting Date: May 15, 2019

Location: 259-A East State Street, Granby

Members Present: Donna Kmelius – Chairperson  
Beth Isabelle – Co-Vice Chairperson  
Barbara Hauschild – Member  
Bill Kmelius – Member  
Joyce Polverini – Member  
Carol Zebrowski – Member  
Cecilia Laporte - Member

Absent: Lillian Camus – Secretary  
Bob Camus – Co-Vice Chairperson  
Gail Roy – Member  
Lynn Trompke – Member

Others: Chloe Canter, COA Director

Donna Kmelius called the meeting to order at 9:18 a.m. and roll call was taken.

### Approval of April 17, 2019 minutes

Donna Kmelius asked if there were any changes to the April 17, 2019 minutes. Hearing none,

Motion was made Carol Zebrowski, seconded by Beth Isabelle to approve the April 17, 2019 minutes. Motion passed unanimously.

### Report from COA Director

Chloe Canter reviewed April accounting and activities.

### Accounting

#### April Financials:

- Wages consisted of two pay periods in the month of April
- \$263.95 was spent in Office Supplies in the Town Accounts. This was from a W.B. Mason order of printer paper, packing tape, printer ink, and file folders.
- \$115.00 was spent in Repair & Maintenance of Vehicles in the Town Accounts. This was from an inspection at Ron's Precision Automotive and tire changeover at Dressel's. It was suggested by the Board to have the Town Public Works do vehicle maintenance. The Director inquired about this back in the fall and was told this did not fall under the responsibilities of Town Public Works employees. It was also suggested by the Board to buy additional rims to reduce costs of the tire changeover, which the Director will look into.

- Under Donation Accounts, \$20.00 was donated to the Fuel Fund, \$205.00 was donated to the General Gift Fund, and \$50.00 was donated to the Food Pantry Fund. \$375.63 was spent in the General Gift Fund to purchase the gift for the COA Volunteers to be distributed at the Volunteer Appreciation Dinner on 5/30/19. \$169.63 was spent in the Food Pantry Fund to buy coffee for Center visitors and food for the Pantry.
- Under Formula Grant Accounts, \$269.58 was spent on billing for the RICOH copier lease under Printing Newsletter, and \$35.50 was spent on greeting cards.

#### April Tracking:

- The instructor for Easy Country Fitness was on vacation and several April classes were cancelled, accounting for the decrease in numbers for this program in the month of April.
- Numbers were also down for the Blood Pressure Clinic as the Granby EMS were on a call during one of the scheduled Clinics. It was suggested by the Board to recruit a volunteer RN or representatives from an organization such as Health New England to also facilitate the Clinic, as the EMS workers are at the mercy of emergency calls.
- Medical rides increased by 13, Misc. rides increased by 16, Quilting increased by 7, and Healthy Bones & Balance increased by 9.
- A round-table Coffee with a Cop took place with 5 participating. A volunteer manicurist saw 2 clients.

#### Announcements:

- SALT Picnic will take place on Tuesday, June 18th at Dufresne Park.
- The Board was updated on the selection process of a new Activity & Nutrition Coordinator. So far three have applied and been interviewed and there is one candidate who stands out as the most suitable. The Director plans to keep the position open through the week, as others have called to express interest in applying.
- Chloe will take FMLA in late August or early September for about 8 weeks and will promptly return to work. She is due on 9/5/19. She will work with the COA office from home during her brief FMLA to ensure grants and important scheduled events are secure.

#### Old Business:

##### Nominating Committee:

Barbara Hauschild called the 5 members whose Term expired this year. Of the 5, Joyce Polverini, Barbara Hauschild, and Cecile Laporte said they would like to stay on for another term. Donna Kmelius and Gail Roy have decided not to run for another term at this time.

Carol Morrisette was called and said that she would like to be appointed to the COA Board.

Julie Duffie from Florence Savings Bank would like to replace Cynthia Custeau as an Associate Member to the COA Board.

*New Business:*

Motion made by Bill Kmelius and seconded by Beth Isabelle to have acting Secretary cast 1 vote to appoint these 5 nominees as COA Board members for the next 3-year term. They were elected by unanimous vote by all members present.

Donna Kmelius will give their names to the Board of Selectmen. Letters will be sent to them for appointment and swearing into office.

The COA Board will continue looking for another person to fill the empty position on the COA Board.

Motion was made to appoint a new Chairperson due to Donna Kmelius leaving the COA Board. Motion made by Barbara Hauschild and seconded by Beth Isabelle to appoint Bill Kmelius as Chairperson for the next fiscal year.

Bill accepted the position, but stated he wouldn't be in town for the June 19<sup>th</sup> Board meeting and he would appreciate it if Beth Isabelle or Bob Camus would run the June meeting in his absence.

*Next Meeting*

The next meeting of the COA Board will be held on Wednesday, June 19, 2019 at 9:15 a.m. at the Safety Complex.

*Adjournment*

Motion to adjourn by Barbara Hauschild and seconded by Carol Zebrowski. Approved unanimously by all members present and adjourned at 9:55 a.m.

I, Bill Kmelius, certify that these minutes are true and accurate minutes of the May 15, 2019 Granby Council on Aging Board Meeting.

Respectfully submitted,  
Bill Kmelius, Acting Secretary