

RECEIVED

By City Clerks Office at 3:17 pm, Aug 14, 2025

Council on Aging Board Meeting
Milano Center 201 West Foster St Melrose MA
March 21, 2024

Attendees

Board Members in Attendance

David Kourtz, Margaret Ivins, Ellen Cobau, Maura Sullivan

Absent

Kristin Thorp

Other Attendees

Erica Brown, COA Executive Director James Conforti, Milano Center Manager
Philip Hermann

Called to order at 8:14 am by Chair David Kourtz

Minutes of Board Meeting February 15, 2024 (in meeting packet) approved

Executive Director's Report

Milano Center:

Hamilton Hall Lecture Series going well; no technical issues

Friends of Milano Center will sponsor pastry tray for last lecture (Sat 3/30)

April Programming has a nature-based theme

James Conforti to organize walking program

Community Repair Café in partnership with Lend & Mend (Sunday April 21)

Staff will be available to give tours of the Milano Center

Volunteer Appreciation Day 4/21

Council on Aging:

Transition from MySeniorCenter to SchedulesPlus is going well; ongoing training

Noticeable improvement with transportation scheduling function

UMB Needs Assessment: Surveyors gave a preview of survey findings (zoom presentation 3/15)

Chair David Kourtz requested comparison data with similar communities (in meeting packet)

Friends of Milano Center—No Report

Old Business:

Pavilion Ribbon Cutting (Foundation Trust) with proposed dates of TU 5/28 vs TU 6/4

Proposed itinerary in meeting packet

New Business:

Discussion re how to proceed with analysis of UMB survey data

Discussion re logistics of community roll out of UMB survey data (anticipate Fall 2024)

Discussion re scheduling COA Board Meetings in July and August (historically board did not meet those months)

Discussion re moving summer meeting day to third Wednesday with meeting dates as follows: Wed June 19, Wed

July 17, Wed Aug 14. Maintain 8am meeting time

Philip Hermann and Nancy Messina will go before City Council on 3/25 for approval to COA Board.

David Kourtz will go before City Council on 3/25 for re-appointment to COA Board.

Next meeting will be held at Milano Center (2nd floor conference room) on Thursday April 18, 2024 at 8am.

Meeting adjourned at 9:25

Minutes respectfully submitted by Ellen Cobau, Clerk