

**Council on Aging Board Meeting
Milano Center, 20 West Foster St, Melrose, MA
April 18, 2024**

Board Members in Attendance: Ellen Cobau, Margaret Ivins, David Kourtz, Kristin Thorp,
Other Attendees: Erica Brown (COA Exec Director), James Conforti (Milano Center Manager)
Philip Hermann, Nancy Messina
Absent: Maura Sullivan

Called to order at 8:02 am by Chair David Kourtz
Minutes of Board Meeting 3/21/24 (in meeting packet) approved

Executive Director's Report

Milano Center

Hamilton Hall Lecture Series: held last lecture 3/30. Deemed successful as evidenced by attendance and positive written comments of attendees. Statistic slideshow presented by Erica Brown. Discussion re continuing/improving for next year. Friends of Milano Center will be reimbursed \$800.

Pavilion Ribbon Cutting: scheduled for Tuesday June 4th at 1pm. Discussion re invited guests including Senator Jason Lewis and Representative Kate Lipper-Garabedian. Discussion re entertainment

Pavilion AV Equipment: Discussion re investigating options with consideration of portability, weather-resistance, and sound optimization

Council on Aging

Transition from *MySeniorCenter* to *SchedulesPlus* is going well; ongoing training.

UMB Needs Assessment: Final report made available (emailed to Board) Discussion re Fall 2024 sharing schedule.

FY25 Budget Requests: (in meeting packet) Budget includes additional money to cover

- Extra hours to support anticipated evening and weekend programming
- Increase wages for drivers.
- Conversion of part-time social worker position to full-time position.

Modest increases in Other Expense Category (i.e. dues & membership, copy machine supplies)

Friends of Milano Center---No Report

Old Business

Melrose City Council Sub-Committee approved appointments of Nancy Messina and Philip Hermann to the COA Board of Directors. Council expects these new members will be sworn before next COA meeting.

Melrose City Council Sub-Committee approved David Kourtz for a second term for COA board member.

UMB Needs Assessment: Discussion regarding five categories within the report. Board Members self-assigned to two categories. Resulting assignments are:

Housing: Margaret Ivins, Kristin Thorp

Financial Security: David Kourtz, Kristin Thorp

Programming: Nancy Messina, Ellen Cobau, Maura Sullivan (to confirm)

Transportation: Philip Hermann, Ellen Cobau

Resources: Margaret Ivins, David Kourtz, Nancy Messina

New Business

Discussion re collaborative relationship with Friends of Milano Center. David Kourtz will reach out to Friends of Milano Center President Joan Cassidy.

Next meeting will be held at Milano Center (2nd floor conference room) on Thursday May 16th @ 8am.

Meeting adjourned at 9:30

Minutes respectfully submitted by Ellen Cobau, Clerk