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By City Clerks Office at 3:32 pm, Aug 14, 2025

**Council on Aging Board Meeting
Milano Center
March 20, 2025**

Board Members in Attendance: David Kourtz (Chair), Ellen Cobau, Maura Sullivan, and Kristin Thorp

Virtual Attendance: Margaret Ivins (Vice Chair), Nancy Messina

Members Absent: Philip Hermann

Other Attendees: Erica Brown, COA Executive Director

Meeting called to order at 8:06 am by Chair David Kourtz

Minutes of Board Meeting February 20, 2025 (issued at meeting) approved

Milano Center

Programming

- New watercolor class has seven participants; capacity 10. Center's intermediate level watercolor class is at capacity.
- Chair Yoga: Thursday's class is consistently at capacity. Erica met with YMCA regarding meeting overflow need.

Housekeeping Issue

- *Evidence of rodent problem*

Erica met with DPW Director on 3/13. Measures Action plan in progress to mitigate situation

- *Parking/Traffic Control Issues/Problems*

Thursday Mornings have the most traffic because of yoga and chair yoga

Thursday event departure times have been moved as to not conflict with yoga and chair yoga.

"Looking Ahead" article encourages participants to use COA transportation to the center.

Friends of Milano Center

Hamilton Hall Lecture Series

Participants will be surveyed at the last lecture (4/1)

Friends will analyze survey results to make recommendations for next year's season.

Volunteer Appreciation Celebration (4/29)

Friends will cover cost of volunteer gifts

Board of Directors

Voting held for position of chair, vice chair and clerk. Results:

- David Kourtz, Chair
- Margaret Ivins, Vice Chair
- Ellen Cobau, Clerk

Chair David Kourtz requests names of interested candidates for future board positions

June meeting changed to Wednesday June 18th at 8am (Thursday June 19th is a holiday)

Confirmed that there will be no Board meeting in July and August

Board sponsors "Thank you BBQ for Friends, Staff and Volunteers". Need to schedule

Council on Aging

Grant Activity

Age-Friendly/Dementia-Friendly Initiative

- Trainings for City Hall Departments (40) and Community (30) completed
- Chamber of Commerce Trainings have not yet to be scheduled.

Earmark Grant for Van

- Erica anticipates that Mayor's office will add to grant through "Free Cash Request" Fund

MassDOT Grant

- Grant will cover one driver shift per week for 2 years (approximately 10K); Start Fiscal Year 2026
- Erica tracks incidents when COA could not accommodate ride request and will use this data to identify where best to incorporate the extra driver shift

Snap Community Partners

- Application approved with October 2025 start date.
- Milano Center's Social worker will have access to State's Department of Transitional Assistance (DTA) so as to assist clients with SNAP (formerly Food Stamps) applications.
- Milano Center will receive a small stipend for assisting clients.

Survey Action Items Progress

In order to increase increased demand for local and area transportation services

- Secured MASSDOT Grant

In order to address financial security concerns

- SNAP Community Partner

Increase Programming by collaborating with other organization:

Beginner Watercolor Class now offered; Secured Instructor from "Follow Your Arts"
Collaborating with YMCA re yoga/chair yoga capacity issues

Next meeting Thursday, April 17 @8am Milano Center (2nd Floor Conference Room)

Meeting adjourned at 8:47

Minutes respectfully submitted by Ellen Cobau, Clerk