

DANBURY COMMISSION ON AGING  
Minutes June 8, 2010  
Elmwood Hall, Danbury Senior Center

PRESENT: Helen Miller, Mary Mazucco, Estelle Zimmer, Sharon P Kelly, James Derwin, Neil Corday, Jay R. Geig, Charlotte Barrows, Susan Tiso  
STAFF: Susan Tomanio, Marni Emerito

Helen Miller called the meeting to order at 2:15pm.

Minutes of May meeting were reviewed, Estelle approved.

Financial Report/Director Report/Senior Center Coordinator Report: Susan has eliminated 825 newsletters to save money. Eliminated were letters to those seniors that can go on line in senior housing to view the monthly letter, and also the number of letters dropped off at area churches has been decreased. All purchase orders to be closed out for end of year. A purchase order for a Zumba substitute teacher has been submitted. The Tag sale made approximately \$2700 for the Senior Center. The All American Barbeque may need to be canceled if a lead volunteer cannot be found, to direct the volunteers. Short staffing continues to be very challenging. Meetings and mandatory training have to be carefully planned as it is unsafe to leave only a single staff member to oversee the Senior Center. Parking will become an issue as expansion construction of the clinic building is undertaken. During construction seniors can be shuttled from Elmwood Hall to ceramic classes at the Old Jail building. A verbal agreement has been made to open the grass lot behind the Van Allen building to parking during the construction. The My Senior Center System has been installed. It maintain's a database that tracks members entering the Center and the activities they attend. It also tracks hours worked by volunteers. The Staff has received membership cards and has been trained in its use. Neil has developed a quick reference check list to assist staff and volunteers in entering members into the system. As members are entered and cards issued, the members will be shown how to use the system. Because "swipe" is not the essence of the system. It is an informal work for how a card is passed thru a reader (in fact these cards aren't "swiped" - they are just passed in front of an optical reader.) Statistics can be gleaned from system that will enable Susan to track all services and hours of use to accurately present information to the city.

Municipal Agent Report: Marni presented her report in which she reviewed rent rebates, property tax freezes and changes in Medigap. See attached.

New Business: Charlotte tells us that the old police station may go Union Savings Bank for 2.5 million dollars to be used for retail space and a limited amount of senior housing.

Sharon motioned to adjourn 3:15pm and Neil seconded.

Submitted by: Sharon P. Kelly

RECEIVED AND FILED

JUN 22 2010  
1:55 PM  
TOWN CLERK'S OFFICE  
DANBURY, CONN.  
*Sharon A. Babcock*  
Town Clerk