

The Senior Center

Ashfield • Buckland • Shelburne

West County Senior Services District Board of Managers

7 Main Street, Shelburne Falls, MA 01370

(413) 625-2502

sfsrctr@crocker.com

MINUTES

January 13, 2025 — 11:00 a.m. — Buckland Town Hall and Zoom [Z]

Board of Managers (BOM) members: Present – Sylvia Smith, Shelburne Council on Aging (COA) rep., chair; Amy Shapiro, Ashfield, vicechair [Z]; Janice Fleuriel, Buckland COA rep., secretary; Todd Olanyk, Ashfield COA rep.; Regina Purinton, Buckland; Christine Baronas, Shelburne [Z]

Senior Center Consortium (Consortium) members present: Juli Moreno, Senior Center Director

1. **Call to order:** Sylvia convened the meeting at approximately 11:00 a.m.

2. **Secretary's Report: Minutes of 12/6/24 meeting:**

Moved to accept as written and seconded; passed unanimously.

3. Transition Activities

a. FY 26 Budget meeting schedules with Ashfield, Buckland, and Shelburne

Juli distributed the budget to be presented at the upcoming budget meetings with each town. The group agreed on using the following terms for the fiscal titles: accountant; treasurer (instead of "bookkeeper," to be consistent with the Act language).

Action: Juli will revise the budget draft to use the agreed-on fiscal titles.

Action: BOM members will attend their town's meeting with Juli.

b. Accountant, Bookkeeper update

Research into the best approach for contracting these services is ongoing. The group discussed the possibility of contracting with VADAR for the District's financial platform.

c. Hampshire County Group Insurance Trust letter approval

Sylvia read the draft of the letter informing HCGIT of the selectboards' approval of the transition plan and the District activation date. The group approved the letter with one minor correction.

Action: Sylvia and Juli will revise the letter and send it.

d. Personnel policies review, discussion and possible VOTE

The group discussed the areas targeted for review in the latest draft. The group agreed to further refine the PTO section(s) so that all time off is included under PTO.

7 Main Street Shelburne Falls, Massachusetts 01370

(413) 625-2502

Action: Juli will revise the PTO sections for further review.

e. **Any other updates** No other updates.

4. Senior Center Director Report

Juli discussed possible upcoming staffing needs for van drivers. She is considering ways to address this.

5. COA Representative Updates No updates.

6. Town Representative Updates No updates.

7. Public Comment None.

8. Next meeting Monday, February 10, 10:30 a.m.-12:00 p.m., Buckland Town Hall and Zoom

9. Adjourn: Motion made and seconded. Passed unanimously. Sylvia adjourned the meeting at approximately 12:30 p.m.

Respectfully submitted,

Janice Fleuriel
Secretary