COMMISSION ON THE ELDERLY
Regular Meeting Minutes
Date: September 14,2026
Time: 3:05 p.m.
Location: Derby Senior Center

A. Call to Order at 3:05 p.m.

B. Pledge of Allegiance: The members stood and recited the Pledge of Allegiance.

C. Roll Call
Present: Jennifer Desroches, Steven Kalina, Janet Misiewicz, Joan Shaw, and Shirley Erickson.
Absent: Ronald Sill and Michael McFarland.
Also Present: Dawn Hebert (Derby Senior Center Director).

D. Public Portion
The Chair asked three times whether anyone wished to speak during the public portion. There being no public comment, the public portion was closed.

E. Director's Report
The Commission reviewed the Director's written report and agreed that receiving it in advance allowed members to prepare questions. The Director reported that the recent Makeup for Mature Women program reached its 25-participant capacity and that Senior Center membership continued to increase.
The Commission also discussed access to the parking garage, sidewalk conditions, and the benefits of the newly installed skylight covering, which helps reduce heat. The Director reported that, following a hospitalization, the line-dancing instructor would not return and that a qualified replacement was being sought.
Motion: Joan Shaw moved to accept the Director's Report.
Second: by Janet Misiewicz.
Vote: The motion carried unanimously.

F. Financial Reports
The Commission reviewed the General Fund Expense Report, Transaction Report, and related financial materials. Discussion included the contract line identified as “Do Not Use,” the City's assumption of certain building expenses, available building-maintenance funds, instructor compensation, volunteer instructors.
Motion: Steven Kalina moved to accept the three financial reports.
Second: by Jennifer Desroches
Vote: the motion carried unanimously.

G. Approval of August Meeting Minutes
The Commission reviewed the minutes of the August meeting. No corrections were offered.
Motion: Joan Shaw moved to approve the August meeting minutes as presented.
Second: by Steven Kalina.
Vote: the motion carried unanimously.

H. Old Business - Mission Statement

The Commission reviewed its existing mission statement and several shorter examples. Members favored concise, action-oriented language that broadly addresses the social, physical, economic, and intellectual needs of older adults. The Commission reached consensus on the following working draft:

- Focus on the diverse social, physical, economic, and intellectual needs of the elderly in Derby.
- Remain informed about services provided by local agencies.
- Recognize issues affecting older adults and formulate solutions.

The draft will be circulated for review and final refinement before the next meeting.
No formal action was taken.

I. New Business

Members were advised that the updated agenda includes a Zoom meeting address for use if inclement weather or other circumstances require a remote meeting.

Next Meeting Preparation

Commission members will bring proposals to further refine the updated mission statement.

J. Adjournment

Motion: Janet Misiewicz moved to adjourn the meeting at approximately 4:10 p.m.
Second: by Jennifer Desroches.
Vote: The motion carried unanimously.

Respectfully submitted,
Jennifer Desroches

RECEIVED
By Marc J Garofalo MPA, MMC, MCTC at 11:22 am, Sep 29, 2026