

**Town of Old Saybrook**  
**Public Health Nursing Board**  
Town Hall, 302 Main Street, Old Saybrook, CT 06475  
7:00pm, Thursday, May 14, 2020  
Via internet <https://zoom.us/j/92107190643>  
Via phone +1 (929) 436-2866 *Meeting ID: 921 0719 0643*

**Minutes**  
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I. Call to Order

- A. Chairperson Diane Aldi DePaola called the meeting to order at 7:04pm

II. Roll Call & Audience of Citizens

- A. Diane Aldi DePaola, Elizabeth Owen, MaryAnn Iadarola, Priscilla Funck, Sharon Craft, Mary Kennedy, Joe Termine & Amanda Merritt (Recording Clerk) Absent: Mary Briscoe

- B. Audience of Citizens - Mary Lenzini President of VNASC

- Mary gave a detailed report of how the Coronavirus is impacting VNASC activities and alerted the Board of potential for second virus peak in June. Most normal VNASC activities have ceased. Tina - telephone communications, helping to resolve local issues of food insecurity for individuals.
- Mary discussed some input potential needs for next year caused by the pandemic. Mental health might be an area needing attention/funding.
- Jay inquired about the potential for VNA to be involved with the deployment of a vaccine. Mary advised that the cost of the vaccine itself would not likely have local financial impact, but that staffing could be needed instead.

III. Review and Approval of April 2020 Minutes

- A. A motion was made by Mary Kennedy and seconded by Priscilla Funck to accept and approve the April 2020 meeting minutes. No objections. None abstained.

IV. Review and Approval of April 2020 Treasurer's Report

- A. Jay discussed the funds and endowment activities, the current budget, and the incoming scholarship donations.

- B. A motion was made by Mary Kennedy and seconded by MaryAnn Iadarola to accept and approve the April 2020 Treasurer's Report. No objections.

V. Correspondence - None

VI. Old Business

- A. Diane mentioned details in the VNA Provider Service Agreement for 2020-2021 discussion
- B. A motion was made by Betsy Owen and seconded by Sharon Craft to accept and approve the VNA Provider Service Agreement for 2020-2021. No objections.

VII. New Business

- A. Review of PHNB's Annual Timeline for the Board's review and input
- B. National Nurses Week (May) - Review of last year's gift and consider how to handle this year's gift relative to the virus complications. Priscilla to implement cards and gifts in May, alike to last year.
- C. Approval of recording clerk's invoice - A motion was made by Jay Termine and seconded by Priscilla Funck to accept and approve the April-May Clerk's Time & Task invoice of \$165.00. Motion approved. No objections.

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VIII. Flanagan Fund

- A. Discussion of the proposed “Revision of Resolution Accepting Bequest from the Estate of Francis L. Flanagan”
- B. A motion was made by Betsy Owen and seconded by Priscilla Funck to accept and approve the ‘Revision of Resolution.’ No objections. Motion carried.
- C. D.DePaola will send to both Carl Fortuna and Michael Cronin.

IX. Nightingale Fund

- A. Discussion of the status of the Appeal donations
- B. EXECUTIVE MEETING - Discussion of the three scholarship applications (not recorded due to personal and confidential information shared).
- C. A motion was made by Elizabeth Owen to award Mackenzie Cart, Cassidy Hallowell, and Julia Sultini each with a \$2000.00 scholarship. Seconded by Pricilla Funck. No objections. Motion passed.
- D. Amanda to contact last year’s nine scholarship recipients for transcripts. Transcripts must be received for the May meeting to be paid this FY.
- E. Due to the current virus complications, discussion of how to deliver the scholarships this year. Priscilla to follow up with the school.

X. Morris Fund - Nothing to discuss

XI. Adjournment - A motion was made by Sharon Craft and seconded by Elizabeth Owen to adjourn. Motion carried. Chairman adjourned the meeting at 8:24pm