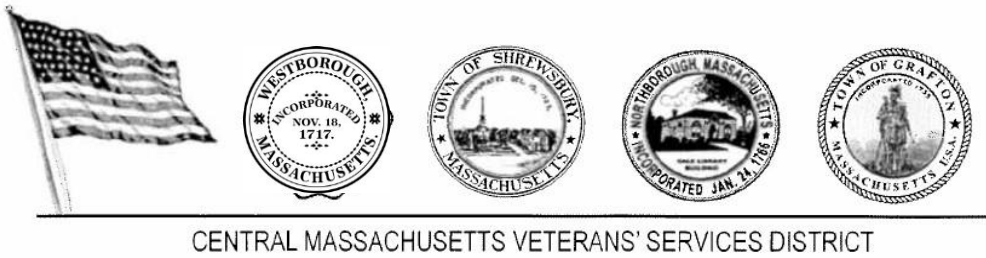


**RECEIVED**

*By KWilber/Assistant Town Clerk at 6:19 pm, Mar 19, 2024*



12/12/2023 9:00am Meeting Minutes

**CENTRAL MASSACHUSETTS VETERANS SERVICE  
DISTRICT BOARD MEETING**  
Grafton Municipal Center  
Conference Room G  
30 Providence Road, Grafton MA 01519

Meeting called to Order at 9:01am by Diane Wackell.

Roll Call: Diane Wackell (Northborough), Kimberly Foster (Westborough), Jeff Farrell (CMVSD), Justin Dobson (Shrewsbury), William Blake (Grafton) & Ashley Gerstel (CMVSD). William Blake remote for first 20mins of meeting.

Meeting minutes from 11/14/2024 meeting were approved, Diane Wackell (Aye), Kimberly Foster (Aye), Justin Dobson (Aye) William Blake (Aye).

Discussion: District Schedule. Jeff and Ashley discussed changing the schedule on Thursdays. Having both VSO's in the same office is helpful but the space does not allow for multiple confidential meetings. One suggestion would be to switch Ashley to mornings in Westborough and then more space would be available in the afternoon in Shrewsbury if a second space were needed. The Conference room next to veteran's services tends to be available in the afternoon. Keeping the hours equitable through the district is a priority. If changes are made it will be communicated to the towns and updated online.

Discussion: Paternity Leave schedule for Jeff Farrell. Jeff's paternity leave will be from Dec 14<sup>th</sup> until Jan 2<sup>nd</sup>. Ashley will keep her schedule the same and Jeff's phone and email will have contact info on dates gone and how to contact Ashley. The website and Facebook pages will also have messages addressing the schedule change.

Discussion: Chapter 115 update. Recertification letters have been sent to all clients and recertification's will be underway as soon as required documents are received.

Discussion: CMVSD Website update. The new website is live and one section that needs some attention is the community spotlight. This section will host updates specific to each community and is subscribed to by email.

Discussion: VSO Apparel. Masscor sent proof of logo for approval, quote for digitizing fee, embroidery and clothing has been received for \$243.57.

Discussion: Board members asked for a summary of work by the VSO's. This will include workload of the offices, most common issues dealt with and trying to predict any other areas that could be of need to the community.

Motion to Adjourn, Diane (Aye) Kimberly (Aye), Justin (Aye) & William (Aye).

Meeting adjourned at 9:35pm

Approved 3/19/2023