

# COA BOARD MEETING MINUTES

March 24, 2022 @ 2:00 P.M.

In Person Meeting @ Greenfield Senior Center

**COA Members present:** Chair, Marsha Stone, Janice Colbert, Peg Saulnier, Pat Jordan, Marsha Staples-Love and Margot Peck

**Excused Absence:** Linda Smith, Karen McCormack

**Staff present:** Hope Macary, & MaryAnn Socquet

**LifePath Representative:** Michele DeLisio

**GUESTS/PUBLIC:** Chantel Dupuis

Marsha Stone called the meeting to order at 2:00 p.m.

## **Correspondence:**

- Peg Saulnier read a Thank You card and donation in memory of Darrell Slover, beloved husband of DelRae Slover from Lisah & Scott Carpenter.
- Peg also read an invitation from the Erving Senior Center for April 28, 2022 @ 1:00-2:30 p.m. for a presentation on Veteran & Dependent Benefits. RSVP is requested by 4/13/2022

**Secretary:** The minutes of the February 24, 2022 board meeting were distributed to board members via email by MaryAnn Socquet. (minutes were taken by MaryAnn Socquet in Peg's absence)

**Motion to accept the minutes with the above noted changes made by Janice Colbert, seconded by Marshal Staples-Love. \*\*Motion passed,**

**Treasurer:** Pat Jordan reported that the petty cash is in balance.

**Public Comments:** None

**Executive Committee Report:** Chair, Marsha Stone reported the meeting was very short as staff was not available and that under new business we would discuss items that came up.

**Staff Report:**

**Accounting:** MaryAnn Socquet: No report

**Director:** Hope Macary

- Senior Tax Work Off Program for 2022. Max is \$1,500.; applications can be picked up at the Senior Center starting May 2 to 5/27/2022. Workers will be chosen by lottery.

- Newsletter – we have new software. Hope has been setting up the template and it has email capability. The City is also changing from Webex to Commerical Zoom (which is secure)
- We have received several after hour inquiries. We do not have the capacity nor staff to have outside events. There will be no outside building rentals until a much later date. The City and every department has a key and know the opening and closing procedures. There are about 20 City meetings per month. The council votes on the money, we decide where and what to do with it.

**LifePath:** None

**Old Business:**

- No update info from Peg Saulnier on operational guidelines for committees as she was waiting to see what the By-Law Committee came up with.

**New Business:**

- Marsha Stone asked if there were any suggestions for future speakers. No ideas were provided.
- Item from Exec. Board about changing Executive Committee meeting to same day as COA meeting.  
**\*\*Motion made by Margot Peck, seconded by Peg Saulnier to discontinue Executive Board Meetings on a trial basis and to re-evaluate in 3 to 6 months.**

Discussion took place:

- We can always call an executive meeting if necessary.
- The cost of gas and people’s time and energy to attend meeting.
- The Chair and Director can communicate,
- Chair can set the agenda, exec board does not need to meet.
- No meeting 30 minutes prior to the COA meeting needs to happen.
- The Director’s update at executive meeting prepares some in advance of the COA meeting.

**\*\*VOTE ON MOTION: 3 (three) YES; 2 (two) NO \*\*Motion Passed.**

- **By-Law Committee Report:** Janice Colbert, Chair gave a review of what the committee of Pat Jordan, Margot Peck and herself discussed in a meeting just prior to the COA Meeting. Since they had not reviewed all of the by-laws and copies all had different dates and COA Director’s did not have a copy, it was decided that MaryAnn Socquet will email the COA Board a current copy of the By-Laws.  
**It was confirmed that that the election of Officers will take place in June.** The Nominating Committee will need to meet and present a slate to the COA in June.

**Miscellaneous:** It was noted that Hope Macary will be on vacation next week.

**Adjournment:** Motion to Adjourn the Meeting was made by Marsha Staples-Love, seconded by Janice Colbert

Adjourned at 3:08 p.m.

Respectfully submitted,

Peg Saulnier, COA Secretary

**Next meetings:** Exec Board Meeting: None

Board Meeting: April 28, 2022 @ 2:00 in person.