

## **COA Board Minutes, February 27, 2020 2:00 p.m.**

### **Meeting called to order at 2:00 p.m. by Chair, Marsha Stone.**

Chair statement: this meeting is being recorded if anyone else is recording the meeting, please notify the chair now. There were no other recordings.

**COA Members present:** Dorothy Gagnon, Darrell Slover, Marsha Stone, Mary Williford, Marsha Staples-Love, Ginger Carson, Peg Saulnier, Pat Jordan.

**Staff present:** Hope Macary, Avery Schleeweis, MaryAnn Socquet.

**Excused Absence:** Janice Colbert Karen McCormack, Adele Corcoran, Kathy Dunn.

**Guest:** Michelle DeLisio, Life Path Representative. Spoke on how to help stay healthy: Wash hands often and avoid touching your eyes, nose, and mouth were very important.

**January 23, 2020** minutes accepted as presented.

**Correspondence:** None.

**Executive Committee:** Marsha Stone.

- Petty Cash in balance.
- Reminder to submit your Census. Pamela McBride from the Library will be available at the Senior Center to help on April 4<sup>th, AM</sup> please check for the hours.
- We have a Food Services Coordinator, Stanley Langston who started last week. Meals will be served Tuesdays and Wednesdays.
- Still waiting for the square tables to be replaced.
- By-Laws waiting to be reviewed by the Charter Committee.
- Our FY21 budget has been submitted to the Mayor.
- Reviewing Policies and Procedures.

### **Staff Reports:**

**Director's Report:** Hope Macary.

- Increase of 2,500 in new members since we moved into our new Center, (2 years).
- FY2020 budget on track and the Mayor has our FY2021 proposed budget.
- Still waiting for replacements on new tables.
- Census Day is April 1<sup>st</sup> and may be completed on-line or by phone. We will help people with their census forms if needed. The point was stressed on how important it is that everyone fill out their census forms. The higher count the more funding our cities and towns will receive.
- Discussing after hours Center use.

**STWO\*** stats, most applicants are widows earning less than \$25,000 annually. Would like to increase the number of applicants from 17 to 25. Also would like to see the program go for a longer period of time. Hope expressed making income a priority in choosing participants.

to Josephine

Invoices I65964817, I67161421 and I205646527 are missing.

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- Board to renew the Conflict of Interest training, this can be completed on line. Go to website [www.mass.gov/online-conflict-of-interest-law-training](http://www.mass.gov/online-conflict-of-interest-law-training) under municipal employees.
- The lunch program is showing great success with a high number of people already signed up.
- The Center has been awarded with a “Pollinator Grant”, more information to come.

**Volunteer Coordinator:** Avery Schleeweis.

- **CDBG\*** ended this cycle with 68 programs and surpassed the goal of expected participants. The evaluation results, (which consisted of a 70% response rate) were an average of 92% reporting they felt more knowledgeable on the subjects of the program, they could apply it to their own lives, and it would have a positive impact on their quality of life, were satisfied with the programs and would recommend it to others. With this information we were able to gather feedback on how to improve existing programs what other programs they would like to have. What they found most enjoyable, they were able to ask questions and get answers in an easy way to understand, enjoyed trying suggested recipes at home, the joy of sharing the experience with others and how the quality had a positive impact.

**Activity Director:** Report was incorporated in the Director’s report.

**Old Business:** Regarding the “Village Program”, it was suggested to set up an informational meeting to collect more data.

**New Business:** **GSF\*** is doing a good job at keeping it solvent.

COA Board committees should start scheduling meetings.

Adjourned at 2:55 PM.

Next meeting, March 26, 2020.

Recorder: MaryAnn Socquet

\* STWO – Senior Tax Work Off

\*CDBG – Community Development Block Grand

\*GSF – Greenfield Senior Foundation

