

COA Executive Committee Meeting

January 21, 2021 via City's WebEx @ 2:00 p.m.

Meeting called to order @ 2:048 p.m. by Chair, Marsha Stone

COA Members Present: Marsha Stone, Pat Jordan, Peg Saulnier, Janice Colbert

Staff present: Hope Macary

Absent with regrets: None

Secretary: Minutes of the November 19, 2020 meeting were distributed prior to the meeting.

and were approved by the executive committee.

Treasurer: Pat Jordan reported due to the Pandemic and lack of sales, she did not balance the petty cash.

Director's Report: Hope Macary welcomed everyone back. There are no programs within the building; curb side only. The Board of Health & Emergency Management is currently doing Covid Vaccine Clinic for first responders. The Senior Center will be running a clinic in February in conjunction with the Board of Health for seniors. Hope will ask a group of Senior Center volunteers to assist with the clinic. The current clinic is by registration online only. Seniors will not be able to do this, so she is considering asking them to call in and volunteers will fill out the form and make the appointment for them. There is a 20-30 minute observation wait which is held in the Gallery.

Janice Colbert indicated it is very difficult to get vaccine information. Hope indicated that UMass in Amherst and CVS Pharmacy in Greenfield will be starting vaccines hopefully by this coming Wednesday 1/27/2021. They expect to process 9-10 people every 15 minutes.

Hope will have a budget meeting with the Mayor on Monday 1/25/2021. There are currently no plans to replace the Volunteer Coordinator position and the budget may be tight. We can always go back once the dust has settled.

There are 3-4 viable candidates for our food service coordinator and Hope will be doing interviews within the coming weeks. At some point in the next six months a 3rd day will be added. It is really great to see our members at the curb side deliveries.

Old Business: None

New Business: None

Questions: Janice Colbert asked about the deficit amount on the budget for the Formula Grant. Hope explained that the City allows the COA to deficit spend on this one line items as the State does not release funds until 6-7 months after the start of the fiscal year. The Mayor has signed contracts and the funds should be released to the City soon.

Meeting Adjourned: 2:31 p.m.

Respectfully submitted,

Margaret (Peg) Saulnier, Secretary