

## **COA Board minutes, October 25, 2018 2:00 p.m.**

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

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, Marsha Staples-Love, Darrell Slover, Mary Williford, Karen McCormack, Pat Jordan, Hazel Dawkins, Janice Colbert, Marsha Stone.

**Absentees;** Adele Corcoran, Robert O'Neill, Ginger Carson.

**Staff present:** Hope Macary, Kathy Dunn, MaryAnn Socquet.

September 27, 2018 minutes accepted as presented.

**Correspondence:** Donation letter from McCarthy Funeral Home.

**Executive Committee:** Petty Cash in balance;

- Building issues are still being worked on.
- Formula Grant set at \$12 / per senior.
- Meal programs still in discussions. Also looking for a kitchen manager.
- Request of the GSF to help fund the Holiday Party.

### **Building Committee:**

- Building signage; Committee voted to present at the October COA Board meeting the following:  
On the outside of the building;  
"GREENFIELD SENIOR CENTER" with 18" letters for the west side of the building, and "GREENFIELD SENIOR CENTER" with 10" letters on the south side and size appropriate vinyl letters on the outside of both exterior doors "WELCOME TO GREENFIELD SENIOR CENTER". Estimated cost \$3,679.00.

**Motion** made by Janice Colbert, seconded by Marsha Stone to allow up to \$4,000.00 for signage, unanimous. This is contingent on Hale Signs getting a Town permit for said signs.

### **Staff Reports:**

**Director:** Hope Macary:

- Acoustics an ongoing concern, security system still not working, also lightning and maintaining comfortable room temperatures throughout all rooms.
- Still looking at a lot of different ways to get a meals program. All Board members agreed, to make a meals program work it needs a paid position kitchen manager and the Personnel Committee will shedule a meeting to discuss the possibilities.
- Formula Grant budget is set at \$12 per elder.
- Intergenerational programs at the Center have grown from 2 to 42.

**Activity Director:** Kathy Dunn:

- Holiday Party will be catered by Hamel Catering.
- Trip to Norman Rockwell Museum & Red Lion Inn on November 13<sup>th</sup> was cancelled.
- Request for \$500 from COA for the Holiday Party.

**Volunteer Coordinator:** No report.

**GSF:** Mary Williford,

- GSF approved \$500 for the Holiday Party.
- This group is really in need of more members.

**New Business:**

**Motion** made by Marsha Staples-Love seconded by Mary Williford to allow \$500 for the Holiday Party, unanimous.

**No other business.**

**Motion** to adjourn at 3:15pm was made by Marsha Staples-Love, seconded by Janice Colbert, unanimous.

Next COA meeting November 15, 2018.

Recorder: MaryAnn Socquet