

## **COA Board Minutes, June 27, 2019 2:00 p.m.**

### **Meeting called to order at 2:02 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, Pat Jordan, Marsha Stone, Ginger Carson, Marsha Staples-Love, Darrell Slover, Karen McCormack, Adele Corcoran-Stevens.

**Excused Absentee;** Mary Williford,

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

**Guests;** Jim Glisman and Michelle De Lisio from Life Path.

**Minutes,** May 23, 2019 minutes accepted as presented.

**Correspondence:** 1) Thank you note from the Greenfield Garden Club for allowing them to hold their annual Extravaganza at the Senior Center site. 2) Thank you note from Avery to the FCTS\* Health Tech students for their help with the Relax and Rejuvenate Program. 3) Thank you note from FCTS Health Tech students signed by the students who participated in the Relax and Rejuvenate Program. 4) Letter of resignation from Hazel Dawkins as she is leaving the COA Board.

**Executive Committee:** Pat Jordan Treasurer, Petty Cash in balance.

Director Hope Macary is aware of a lot of correspondence regarding the budget and building use, but not to get discouraged and double-down to advocate for our seniors. All City Councilors were invited to the Volunteer Recognition to meet and get to know COA members and volunteers. A statistical report on the Center's usage for FY19 was given. Waiting for the installation of a mini-split in the kitchen.

Set agenda for the June COA Board meeting.

**By-Laws Committee:** Marsha Stone, By-Laws Committee Chair held a meeting on May 22, 2019 at 12pm at the Senior Center. The group reviewed the By-Laws to: 1) update from the wording from "Town" to "City", and 2) make other recommended changes to put to the full COA for a vote. A 2/3 majority is required to change By-Laws. Reduce the size of board. As required, all COA members must receive a draft of the recommended changes with at least ten calendar days notice.

**Nominating Committee:** Slate of Officers for FY20 was presented as follows:

Chair: Marsha Stone.

Co-Chair: Janice Colbert.

Secretary: Dorothy Gagnon.

Treasurer: Pat Jordan.

**Motion** made by Ginger Carson, seconded by Karen McCormack to accept the Slate as presented, unanimous.

**Staff Reports:**

**Director,** Hope Macary,

We are closing out FY19. Any money left in the General Account goes back to the City. Hoping for Formula Grant to be level funded for FY20 at \$48,840. Our FY20 City budget \$140,444.

A budget of \$22,000 to sponsor fitness programs from Formula Grant has been drafted. Building problems, security cameras not working, waiting for mini-split for the kitchen. Good news security system is working. And the City will hire a part time person to manage evening program.

Reusable bag making class will continue.

**Activity Director,** Kathy Dunn

- July Brown Bag rescheduled for July Monday July 8th due to the first Thursday falls on the July 4<sup>th</sup> Holiday.
- Farmers Market Coupons available Friday August 9, 9:30am – 11:30am.
- Fitness classes, Zumba and Tai Chi on summer hiatus.
- Buckley Health Care Center to sponsor the July Ice Cream Social.
- GSF\* wants to help financially with an event/ program for about \$200 to \$300.
- A trip partnering with Shelburne Senior Center to Foxwood concert on October 22<sup>nd</sup>.

**Volunteer Coordinator:** Avery Schleeweis,

**CDBG\*** FY17 served 118 unduplicated participants.

- 7 Health Education programs
- 4 sponsored meals; serving 157 meals.
- 3 Gardening programs.
- 2 food tasting, 2 cooking demo/healthy eating classes.
- 2 multigenerational programs.
- 4 care giver programs

**STWO\*** Served 17 participants.

- 5 first time participating.
- 7 have placements in other City Departments besides here at the Senior Center.

**GSF:** GSF will have a Trivia night at the Senior Center on 7/30/19 at 7:00 pm as a fund raiser. The general public would be charged \$5.00 and seniors will be asked to consider a donation.

**Old Business:** Hope has sent a proposal for our Senior Center sign to the Mayo

**New Business:**

- **Motion** made by Marsha Stone, seconded by Ginger Carson to close the Senior Center the week of August 26 through the 30th, unanimous.
- **Motion** made by Ginger Carson, seconded by Karen McCormack to cancel the August COA Board meeting, unanimous

With no further business, meeting adjourned at 3: 03pm.

Next COA meeting July 25, 2019.

Recorder: MaryAnn Socquet

\* **STWO – Senior Tax Work Off.**

\* **GSF – Greenfield Senior Foundation**

\* **CDBG – Community Development Grant**

\* **FCTS – Franklin County Technical School**