

MINUTES
COUNCIL ON AGING BOARD OF DIRECTORS MEETING
Wednesday, March 15, 2023

PRESENT:

Janice Fletcher, Sheila Gagnon, Maria Maggio, Fred Monaco, Maureen Saunders, Bill Scott, and Carol Hamilton-Director

GUESTS: Suzanne Allmendinger, Boosters

ABSENT: Nancy Currie, Barbara Van Houten

QUORUM:

A quorum was present.

CALL TO ORDER:

Meeting was called to order at 3:02 PM.

APPROVAL OF MINUTES:

Sheila moved to approve the minutes of February 15, 2023, with a correction to the attendance of the Boosters' last meeting from 60 to **16**. Janice seconds the motion. All members who were present at that meeting vote in favor. Motion passes.

Bill reported that Nancy wrote a letter stating her need to resign from the Board, and all COA board members expressed regret and affirmed her valuable presence that will be missed. The Board will consist of 7 members, and the quorum will change along with membership on Committees. According to the rules, there can only be 3 members on a committee.

LIAISON REPORTS:

COA Boosters – At today's meeting, Suzanne reported the Boosters voted to increase its discretionary fund to \$1,000 for Carol's use without request. Also, Carol will provide a long-term "wish list". In addition, Boosters voted \$33,000 to enable further improvements to the original building in order to maintain the high standards set by the newer section. One application will provide a small nook with a fireplace in the large activity/cafe/tergia section.

With the success of last year's Craft Fair in November, the group hopes to expand the space by using the large gym areas. In order to protect the specially designed floor, they will cover the cost (thoroughly researched) for a 4-section floor to cost \$4,000 if needed. It is easy to handle and store, has a 15-year warranty and is ADA approved.

Old Colony Elder Services – Maureen reported that the Board met on February 23 in order to address the issues of:

Federal Public Health Emergency is ending April 11. MassHealth Redetermination will begin in April.

Food Stamp Stipends expired on March 2.

COA's will soon receive Satisfaction Surveys because of concerns due to response times from OCES for services.

On May 4, a Volunteer Appreciation will honor outstanding volunteers, and Armando Rocha at OCES requests nominations from the Senior Centers.

Old Colony Planning Council – Carol will attend the Zoom meeting on Thursday to discuss the 2024 budget. We have received funding in the past for our Social Day Care Program, and we need to apply for this every year.

COMMITTEES:

AGE FRIENDLY/DEMENTIA FRIENDLY – Maureen conferred with other committee members to arrange a date after tax season in April that will fit Ned Bangs' schedule to discuss trails to fit the Master Plan.

BUDGET – Bill had nothing to report.

EVALUATION – Maria showed slides/charts of Participation and Registration Metrics FY2022. The information broke down as follows:

Meals on Wheels

Rides – User numbers fluctuate.

Services – Some participants only take advantage one time.

Volunteers – Kristen Noonan does not care about the number as much as the dependability of volunteers.

Registrations – It showed a steady increase of men.

Nutrition – This does not include Meals on Wheels -café, congregate, box lunches.

Events – These are comprised of finance/legal, health/fitness/wellness, recreation/social, learning/education.

This is a baseline for future planning. Some of the slight changes and deviations from quarter to quarter can be explained by holidays, post-pandemic hesitation, and winter relocation.

GOVERNANCE –Bill handed out revised and updated versions of the Digital Equipment Policy, Program and Service Evaluation Policy (with Forms), COA Emergency Displacement Policy & Continuity of Operations, and the COA Gift Account Policy (with no changes) which emerged from the March 2 meeting. Board members will review the policies and contact Bill with any suggestions/revisions before the next Board meets on April 19 for a vote. While reviewing Mission Statements from neighboring Senior Centers, the Committee agreed to reflect on the current statement and have ideas to discuss at the next meeting.

MARKETING, OUTREACH AND TECHNOLOGY – The next meeting will be on April 18 at 1:00 PM.

SELF – ASSESSMENT - Carol stated there was no meeting.

STRATEGIC PLANNING – Maureen stated there was no meeting.

DIRECTOR'S REPORT:

- 1) New countertops and sinks installed in the Health Room and the Ladies Room.
- 2) Still waiting on new entry door sensors from the door company but the town will cover the cost.
- 3) Lantel has completed the swipe card project. IT is now working on putting all the entry cards together for employees. This should help with patrons entering in the early morning hours.
- 4) Tile painting in large men's and ladies rooms in the original building will take place the last week in March.
- 5) The insurance company covered the stripping, washing and waxing of the great room.
- 6) Still waiting for rug replacement in the Tech Room and Hallway areas. That is due in the end of the month

- 7) Working on new lighting for hallway gift shop area. Julie Erickson met with the electrician on March 10 to go over all materials and he will install the lighting shortly.
- 8) No word on Earmark Funding approval on paperwork, I will contact O'Connor's Office once again.
- 9) MCOA has notified us that the Governor approved \$14 per elder for the FY 2024 budget. It has to pass the house and senate but it looks good. If realized this will help us greatly with the budget as we are using all of our funds at \$12 per elder per year presently with staff costs.
- 10) The application process for the Food Service Manager closed on March 3rd. I have contacted HR to try to set up interviews. No word as yet.
- 11) New employee started on Tuesday. She will work 12 hours per week, 2 days per week and will help with receptionist, greeting and clerical duties.
- 12) The state is also working on some type of relief for snap benefits which are going down in April after being much higher during the pandemic. This is a stain on many seniors. The relief will have to be approved by the legislature. There is also concern about Mass Health Recipients losing benefits this spring due to re-evaluations being done post pandemic.
- 13) One Heart Many Hands Clean up on Friday, April 28th. If any Board member can come to supervise, that would be helpful.
- 14) Lifelong Learning kick off for the spring is on April 18, 2023 9:30 – 11. Kristen will contact volunteers sometime before the event. If anyone wants to volunteer, just let Kristen know.
- 15) We have finalized our nutrition survey and will put it out in the next newsletter, on paper and on survey monkey. We will also put it in an e-blast.
- 16) We have redone our Social Day Brochure to reflect the newest information (see sample).
- 17) We have redone our Transportation Brochure to reflect the newest information (see sample)
- 18) Marshfield Mates has 4-5 volunteers and now our first client.
- 19) Sheriff's Dept. is gone for now but we hope they will return to finish painting.
- 20) Men's Breakfast is coming back starting Friday, April 28th. Norm S. is the new facilitator and was a former teacher. He will line up various speakers.
- 21) Lifelong Learning all set and will be in the April newsletter. We have a nice line up of classes and trips.
- 22) Health Fair still being worked on but the date is on May 23rd.
- 23) Boosters approved funding for furniture for the new building, the old building, the fireplace and the partition in the salon. Julie is working on the partition design with a graphic artist. The town approved the carpentry for it.
- 24) I am working with a local company on our flag pole that does not work. There are some solutions and I am hoping that facilities will evaluate the problem.

VOTES TAKEN:

Sheila moved to approve the minutes of February 15, 2023. Janice seconded the motion. All members who were present at that meeting voted in favor. Motion passed.

ADJOURNMENT: The meeting was adjourned at 4:33 PM. Maureen made the motion, and Maria seconded the motion. Motion passed unanimously.

NEXT MEETING: April 19, 2023 @ 3:00PM

Respectfully submitted,

Janice Fletcher, Secretary and Carol Hamilton, Director