

## **Minutes of COA Board Meeting – April 12, 2017**

Board Members Present: Patricia Gold, Dorothy-Jean Brown, Burt Greenberg, Esther Keaney and Linda Moffitt

Excused Absence: Carol Airasian and Bertha Anderson

Staff Members Present: Anne-Marie Gagnon, Director; Deborah Dunn, Program Coordinator; and Rae Grassia, Principal Account Clerk.

Pat Gold called the meeting to order at 5:40 PM

### **Approval of Previous Meeting Minutes**

The Board members reviewed the minutes of the March 8, 2017 meeting. Linda Moffitt made a motion to approve and Alice Wadden seconded. Passed.

### **Review of Financial Statements**

Anne-Marie reviewed the Financial Statements. The In-State Travel funds will be dispersed in May. Program Services will be drawn down as well with the May & June program expenditures. Emergency Assistance seems high for this time of year. It may be that some residents are not aware of the program while others come every year and more outreach may help with residents' awareness of the program. The Marshall Home Fund has had more residents needing help with larger amounts such as rent and home repair. There have been only four (4) Francis Food Mart vouchers given out since June 2016.

The Friends of the Council on Aging (COA) are the fundraising group for the Senior Center, with deposits from the yard sale and fundraising going to their account. Mary Keenan, Chairperson of the Friends, made deposits to money market accounts to accrue interest on the funds. Esther Keaney will help create a form letter for anyone who would like a receipt for donations made.

### **Senior Center Yard Sale**

Debbie Dunn gave an update on the May 6<sup>th</sup> yard sale. We will be accepting donations for one week starting on May 1<sup>st</sup>. Debbie will be putting out signs, and advertising has begun including a "news flash" on the town website, flyers posted around town and in the Senior Center newsletter. Debbie attended a volunteer faire and has a few students who will volunteer. We are looking for volunteers to set up and take money at tables. Set up will take place on Friday, May 5th from 12:00-5:00. Esther Keaney and Dorothy-Jean Brown asked about what type of donations we are seeking. Debbie noted that we are not taking any hard cover books, clothing or large electronics such as computers or televisions. We will be accepting hand bags, scarves, stationary, kitchen items and housewares. We will have a special table and a table with Mother's Day items for children to purchase. CDs, movies, small furniture, small appliances, dishes, flatware and collectables will be sold. Some items will be marked prior to the sale as some collectors/dealers will come early. Debbie explained that most of money made is on the volume of sales. The admission fee will be 50 cents and children are free. The sale will run from 10:00-2:00. Our "café" will have pizza, hot dogs, chips, coffee, tea & water for sale. Alice Wadden noted that it is a great community event where residents and others can socialize. Mary Keenan noted it is also a multigenerational event.

## **Planning for Volunteer Celebration**

April is National Volunteer Recognition Month and this year Anne-Marie Gagnon, Director, has decided to host a volunteer recognition dinner at the Senior Center on Tuesday, April 25 at 4:00 PM. Gayle Shattuck, Personnel Director for the Town will be our guest speaker and discuss the importance of volunteers. Being the Senior Center's first official volunteer recognition event, there will also be a presentation about all of the opportunities available to encourage more volunteerism. In the past, the volunteers were recognized at the June Birthday Party but Anne-Marie thought it would be nice to thank our volunteers at a separate event just for them. The event is by invitation only and we are planning to invite 65 people.

## **Update on *My Senior Center***

Anne-Marie noted that we have close to 300 people registered with *My Senior Center* at this time. More than half are over 80 years old. We are seeing younger seniors but most are still working. She mentioned that we have a nice demographic with  $\frac{3}{4}$  of our visitors being from Watertown and we have seniors from other communities attending the Center as well. Our goal is to move away from paper tally sheets.

## **New Business**

The Senior Shuttle was out of service for four (4) days in April for repair to roof damage sustained over the winter.

Pat Gold asked what stage we were at with regard to the hiring of the Food Pantry Coordinator. Anne-Marie explained that the 1<sup>st</sup> round of interviews were conducted and made note that it is a 17 hour position that is multi-faceted and we are looking for the right person.

Budget hearings may run into June. Historically the Senior Center hearing is on a May Saturday. Anne-Marie will report on the date once it is announced.

Mary Keenan is going to try to bring one of our 100 year old volunteers to the Volunteer Dinner.

Birthday cards to seniors are going out monthly using *My Senior Center* information.

Dorothy-Jean was going to check in with the Historical Society of Watertown regarding the "Boston Cane." Anne-Marie has been working with them to possibly re-establish this tradition honoring the oldest man and woman in Watertown.

Anne-Marie also noted that the Watertown Cable Access TV has been very supportive of the Senior Center. Recently, they have filmed floral arranging classes and our visit with Destiny the Therapy Dog. They are eager to help us get information about the Senior Center to the public.

Pat Gold made a motion to adjourn and Linda Moffitt seconded. The meeting adjourned at 6:50 PM.

Respectfully submitted,  
Rae Grassia, Principal Account Clerk