

## **Minutes of COA Board Meeting – December 11, 2019**

Board Members Present: Carol Airasian, Esther Keaney, Tom Lewis, Janet McCullough, Araxie Poladian and Arlene Smith

Staff Members Present: Anne-Marie Gagnon, Director and Rae Grassia, Principal Account Clerk

Absent: Pat Gold, Dorothy-Jean Brown and Mary Keenan.

Anne-Marie Gagnon called the meeting to order at 4:12 PM. Carol Airasian seconded.

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

The Board members reviewed the minutes of the November 13, 2019 meeting. Carol Airasian made a motion to accept the minutes and Esther Keaney seconded. Passed.

### **Review of Financial Statements**

Anne-Marie Gagnon reviewed the financial statements stating we are mid-year at this time. We will be working on next year's budget this month. The Food Pantry has received generous donations for the yearly campaign.

Araxie asked how the In-State travel account works and Anne-Marie explained it is for employee travel expenses that may include home visits, meetings and conferences.

Janet McCullough asked about the Marshall Home Fund. Anne-Marie reported that it is case by case and allocated based on discretion. Arlene Smith asked if the Helen Robinson Wright Fund was still available. Anne-Marie explained that churches mostly use that fund at this time.

Tom Lewis asked whether the COA Board has a responsibility or advocates for the Food Pantry and a possibility of a one-time committee working jointly with Kathy. Anne-Marie explained that Kathy Cunningham does a fabulous job using the Greater Boston Food Bank and the Boston Area Gleaners. Different groups in the community have done many food drives for both pantries in town. Kathy is part-time and also manages her volunteer staff. We will invite Kathy to the January meeting to get insight.

### **Introduction of New Case Worker**

Jenya Kruglyansky is our new Case Worker. Jenya comes to us from many years of service with Bay Path Elder Services in Marlborough. She is knowledgeable of resources and devoted to helping seniors. Jenya also speaks Russian and will be moving into the conference room soon for her office. You will all meet her at a next meeting.

### **Programs & Services Update**

Margie has been doing a great job on the statistics. The biggest note is the glitch with the bus scanner which Margie is working to remedy. We do have numbers recorded in accounting as well as backup.

Carol Airasian and the Board thanked Margie for her work.

### **Grants Update**

The Watertown Community Foundation awarded the Food Pantry with funds \$2,500 for holiday support/facilities support including shelving and storage. We also received \$900.00 for our Summer Senior Supper Club as well as \$800.00 for our Art Series with Dawn Scaltreto.

### **Report from the Friends of the Watertown Council on Aging**

Anne-Marie reported that we have 128 guests attending our party on Friday with entertainment by the Dixie Diehards and catering by Maria's Catering.

The Mellowtones will perform at the Senior Center on Friday, December 20<sup>th</sup> and again at the Watertown Mall on Sunday, December 22<sup>nd</sup>.

Tom Lewis asked if the Board could ask the Friends to work on a specific project for example, a new piano. Anne-Marie said yes and something like that is a great idea. Arlene commented that it would be nice to see a tangible item that we could see.

### **New Business**

Janet McCullough discussed that she saw that some companies throw food items away. Anne-Marie explained that if foods are expired we cannot take them for the Food Pantry but there are food rescue groups. The Health Department has guidelines as well. Arlene noted that the problem with some restaurants and grocery stores is that they want items picked up. Food Pantry Coordinator, Kathy, can address these issues when she attends a next meeting of the Board.

Arlene heard that Santa will be arriving at the Hibernian Party at 1:00 PM on Friday.

### **Adjourn**

Carol Airasian made a motion to adjourn and Esther Keaney seconded.

The meeting adjourned at 5:01 PM

Respectfully submitted,

Rae Grassia, Principal Account Clerk