

Minutes of COA Board Meeting - January 13, 2021

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

Staff Members Present: Anne-Marie Gagnon, Director; Marina Kirsanova, Program Coordinator; Rae Grassia, Principal Account Clerk; Margie Wayne, Program Services Assistant

Absent: Pat Gold, Dorothy-Jean Brown

In Pat Gold's absence, Anne-Marie called the meeting to order at 4:00 PM

Approval of Minutes of Last Meeting, December 9, 2020

The Board reviewed the Minutes. Tom Lewis made a motion to approve. Araxie Poladian seconded. Approved.

Review of Financial Statements & FY2022 Budget Process

Anne-Marie reviewed the financial statements as we are midway through FY '21. Marina has done a wonderful job programming keeping our virtual classes running. We also have had many virtual presentations including travel, music and cooking which all incurred expenses. The program services budget total is \$30,500 with a balance of just shy half of that. Other line items include office supplies, program supplies, food & related, in-state travel, emergency assistance and transportation. We also receive a transportation grant from the Marshall Home Fund. We are using the Marshall Home Fund monies first and still have monies in medical transportation to get people where they need to go. Ride requests have slowed down due to COVID, due to procedures not taking place and virtual appointments. COA donations line includes donations for classes and lectures. We have asked suggested donations of \$3.00 per exercise class, just as we would have if in-person at the Senior Center. Janet McCullough asked for confirmation if these were fees vs. donations. Anne-Marie reported these are all suggested donations. The budget sheets for FY '22 are due to the Town Manager on Friday, 1/15. No significant additions at this time. Anne-Marie apologized for the Wi-Fi technical difficulties with Marilynne Roach's presentation on the Shick Family Home, a dairy farm started by Jewish Immigrants in Watertown. Margie Wayne, member of the Historical Society of Watertown apologized for the problems as well. We will re-evaluate procedures for future presentations.

Anne-Marie and Marina mentioned future programs including music & art. A weight management program will begin with Pearl Pressman directly after her strength and balance class. Discussions will include nutrition and weight. We have on average, 3 Zoom events per day (15+ per week). We are still working on partnering with WCA-TV to put some of offerings on local television for people who do not access ZOOM.

Updates and Status Reports

a. Program Advisory Committee (PAC) Report – Zoom Programs

Helen Dempsey is the Committee Chair for the Program Advisory Committee. Carol Airasian is the COA Board liaison. Tom Lewis is the moderator. Carol reported that Art Class and Exercise with Joanna are the highest attended classes. Susan Fish wrote an article for the February newsletter as did Carole Smith Berney for the Community Voices page of the newsletter. Carol feels the group is working really well together. 8 people were in attendance. Tom Lewis reported they set up a structure for bi-weekly meetings. Anne-Marie thanked those serving to help Marina continue with programming.

b. 2021 Grab-n-Go Meal Events

Marina reported that we had a successful Grab & Go Holiday dinner which was a success. We are going to have a Valentine's Grab & Go on February 18th with pick up at 12:00 followed by a virtual presentation of Valentine Love Songs with John Clark on Zoom. The meals will be prepared by Maria's Catering. Jenya also provided some home delivery for her clients. Anne-Marie thanked Arlene Smith for Santa's appearance and for providing favors. Arlene was thrilled to volunteer that day to say hello & make people smile.

Arlene and Marina will discuss future events. Carol Airasian volunteered as well. We are also starting a Pet Lovers Group and The Knitting Group on Zoom for February. Marina is hopeful people will attend. Margie suggested contacting Buddy Dog in Sudbury.

New Business and Member Items

The AARP tax program will not be preparing taxes in Watertown this year due to COVID concerns of their volunteers. We are hoping that surrounding communities will have clinics we can direct our clients to.

Tom Lewis commented that the COVID-19 vaccine is the most significant thing on everyone's mind right now. Tom spoke with the Health Department and Tufts Medical Center about plans for distribution. Is there a way for us to keep our clients informed with information? Arlene asked if volunteer retirees could give out the vaccine. Anne-Marie will request more information to the Health Department regarding response,

volunteers, sites and critical messaging to our community. Janet McCullough was concerned about an article she read that vials in some areas of the country were not being used and destroyed as the vaccine has a shelf life.

Anne-Marie reported to the Board that we do not have any new updates on the new High School Building Project. The COA staff and Assistant Town Manager and Director of Community Development and Planning, Steve Magoon, met with Ai3, the design team, on December 3 at the Senior Center and shared our programming, space, gym use, parking and our other services and building use. We have not heard anything else. The design team is fully aware of our needs. Esther Keaney asked if we will be without a Senior Center for some time. At this time we may be without a space for a time, but more news to come.

Adjourn

Tom Lewis made a motion to adjourn and Carol Airasian seconded.

The meeting adjourned at 4:46 PM

Respectfully submitted

Rae Grassia, Principal Account Clerk