

Minutes of COA Board Meeting – July 11, 2018

Board Members Present: Pat Gold, Carol Airasian, Bertha Anderson, Dorothy-Jean Brown, Burt Greenberg, Esther Keaney & Mary Keenan.

Excused Absence: Alice Wadden

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

Pat Gold called the meeting to order at 4:06 PM.

Approval of Previous Meeting Minutes

The Board members reviewed the minutes of the June 13, 2018 meeting. Pat Gold made a motion to approve and Dorothy-Jean Brown seconded; Passed.

Review of Financial Statements

Anne-Marie Gagnon reviewed the financial statements for end of fiscal year FY 18 noting that the staff did a great job closing out line items and finalizing end of year purchases. The Program Services line item funded program instructors, and we were able to present more Lunch & Learn programs. The FY 19 budget will include Marina Kirsanova, Case Worker, going full-time; adding a part-time Program Services Assistant; and adding hours for the shuttle bus service. The Board and Staff are thrilled with the additions.

Goals for Fiscal Year 2019

a. Staffing

Anne-Marie updated the Board about the FY 19 budget to bring the Case Worker on full-time. We also plan to bring on a Program Services Assistant at 16 hours a week which was approved in the FY 19 budget. We are also adding hours to the Bus Driver position so that the bus can be on the road 3 days each week. This position is split with two drivers.

b. Shuttle Bus Service

With FY 19 funds we will have the shuttle running all 4 Wednesdays of the month with Mall runs in the morning and Stop & Shop runs mid-morning into the early afternoon. Our two drivers will split their time making the additional trips.

c. Programming

- Debbie updated the Board on upcoming events. The end of summer season picnic will take place on August 28th.
- A three-part Lunch & Learn program will be held with the Fire Department regarding Fire Safety with funding from the Marshall Home Fund.
- A three-part program will be held with the Metro/West Collaborative Development on Housing Options in September.

- Dick Flavin, known as the “poet laureate” of the Boston Red Sox will be presenting a lecture in the Fall.
- Tai Chi and Strength & Balance will return in September as well.
- Pearl Pressman will be holding Brain Games through August every other Tuesday evening. The 1st week we had 20 attendees and hope it will continue. It has been a good test to see attendance during our summer hours.
- Debbie will be looking at the program calendar to choose a date for the Holiday Bazaar as well as inventory items left from last year’s bazaar.

New Business

Anne-Marie congratulated everyone on the success of the 25th Anniversary Party. The Board all got great feedback. Council Member Caroline Bays stopped in and was thrilled with the party and was happy she got to talk to longtime resident and previous board member Barbara Zenn Rediker. Governor’s Councillor Marilyn M. Petitto Devaney presented a proclamation from the Governor’s Council. Mark Sideris, Council President, presented a proclamation from the Town of Watertown. Other guests in attendance were Michael Driscoll, Town Manager; Police Chief Michael Lawn; Police Captain Ray Dupuis, Provisional Fire Chief Robert Quinn; Fire Captain Ryan Nicholson; Lisa Feltner, Town Council Member; Anthony Palomba, Town Council Member; and MA State Senator Will Brownsberger.

The Board applauded Debbie for a job well done!

With the success of the 25th Anniversary Party a motion was made to move the location of the Holiday Party to the Hibernian Hall. Pat Gold made a motion and Dorothy-Jean Brown seconded. All in favor. Motion passed. The Board agreed that one party per year should be at a larger venue than the Senior Center or Phillips Gym to accommodate more people who want to attend. The Senior Center Holiday Party is scheduled for Friday, December 7, 2018.

Adjourn

Mary Keenan made a motion to adjourn and Bertha Anderson seconded. The meeting adjourned at 4:53 PM

Respectfully submitted,
Rae Grassia, Principal Account Clerk