

Minutes of COA Board Meeting – November 14, 2018

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

Staff Members Present: Anne-Marie Gagnon, Director; Rae Grassia, Principal Account Clerk; Marjorie Wayne, Program Services Assistant.

Pat Gold called the meeting to order at 4:10.

Approval of Previous Meeting Minutes

The Board members reviewed the minutes of the October 10, 2018 meeting. Carol Airasian made a motion to approve and Dorothy-Jean Brown seconded; Passed.

Review of Financial Statements

Anne-Marie Gagnon reviewed the financial statements. We are on target at the start of the second quarter of the fiscal year. The Food Pantry annual donation drive letters will be going out next week. Kathy Cunningham, Food Pantry Coordinator, and volunteers are working on the mailing. Invoices were just received for Medical Transportation which will be reflected in the December financials. The Project Bread grant of \$5,000 was used to purchase Stop & Shop gift cards for the upcoming holidays. Target gift cards were also purchased for Food Pantry recipients. Trip payments will be made directly to the tour company moving forward to reduce deposits and expenditures in the Senior Center Revolving account.

Introduction of Marjorie Wayne, Program Services Assistant

Anne-Marie introduced Marjorie Wayne (Margie) as our new Program Services Assistant. Margie is a Watertown native. She is on the board of the Historical Society of Watertown, she is a member of both the Belmont and Watertown Senior Centers and volunteers for the Belmont Senior Center working as a dispatcher in the Transportation Department. Margie worked for many years in the banking field. Margie's dad, Ted, is a member of the Watertown Senior Center as well. Margie will work part-time, Tuesday, Thursday, and Friday mornings, 16 hours per week.

Update on December Activities

The Holiday Boutique, sponsored by the Friends of the Council on Aging (COA), made a profit of approximately \$1,500. Anne-Marie thanked the Friends for all of their help. It was a great success! The knitting group, led by Esther Keaney, donated many of their handicrafts to the sale.

The Holiday Party will be held on December 7, 2018 at the Hibernian Hall and catered by Maria's Catering. At this time over 115 tickets have been sold. The Friends of the COA are working on putting together gift baskets and collecting donations of gift cards as door prizes.

Janet McCullough mentioned that the Watertown Police Department is still looking for crossing guards if anyone is interested in a part-time position. A uniform is provided.

The Watertown Police Department will be providing us a box for toy donation for the "Whooley Foundation Toy Drive". Chief Lawn or Captain Dupuis will be dropping it off soon.

Winter Programs

Debbie is working on scheduling upcoming events, booking out to February. Dick Flavin, poet laureate and senior ambassador for the Boston Red Sox was here today. The WCA-TV was here filming and the show should be on the local cable channel soon.

Arlene Smith would like to schedule a program in February with Watertown Families Together. She will be holding an event on December 6th making ornaments and singing holiday songs.

We have a busy calendar for December which will include a lecture on "Coping with Holidays After a Loss". A concert will be held at the Senior Center with entertainment by the "Mellowtones" and Diane Shufro will be giving a lecture on her travels to Ecuador and Peru.

In January there will be a presentation given by the Town Auditor, Tom Tracy; Nancy Heffernan, Treasurer/Collector; and Earl Smith, Town Assessor to discuss taxes and exemptions. District Attorney, Marian Ryan will be here in January to discuss "Winter Scam Awareness".

John Flynn reached out to Anne-Marie to "thank" the seniors who worked the polls on November 6th. Burt and Dorothy-Jean voiced some concerns with some polling places that blocked access to a handicapped ramp, entrances/exits. The school department was informed and poll workers were assured this would not be a problem in the future.

The Senior Center will be closed December 24th & December 25th and open all-day on December 31st.

Pat Gold suggested we get copies of a booklet called "DISASTER PREPAREDNESS For Seniors By Seniors" for the Senior Center. Anne-Marie will reach out to get copies for the center.

Adjourn

Mary Keenan made a motion to adjourn and Carol Airasian seconded. The meeting adjourned at 5:09 PM.

Respectfully submitted,
Rae Grassia, Principal Account Clerk