

## COA Meeting Notes

January 14, 2015

Kevin called the meeting to order at 10:32 am. Members present: Kevin Rudden, Earl Pearlman, Carol Kotros, Mary Ann Hopkins, Ann Vandersluis and Director, Amy Wilson Kent. Friends' members present: Sue Carlson, Nancy Jenkins and Dick Skinner. Jim Negri remains on medical leave. Bob Carlson arrived at 10:55.

The Secretary and Director's reports were unanimously approved. Earl made a motion to accept the Treasurer's report with one calculation error corrected. Carol seconded. All approved.

Sue Carlson gave the Friends report. A trip to Block Island is scheduled for June 11, 2015. Cost \$109 per person. An afternoon visit to Tower Hill Botanical Gardens is scheduled for May 6 from 1-6 pm. It will include a tour, concert and lunch/dinner. Cost is \$10/person for a meal voucher. Friend's member Dick Skinner volunteered to head the scholarship committee.

### Old Business

Food Pantry Update—Carol reported number of clients increased and some very appreciable donations were received. She will be stocking up on staples before the next distribution.

Holiday Dinner—was well attended and a huge success. It went about \$50 over budget. Carol made a motion to cover the balance after the Ferrucci donation from the gift account. Ann seconded. All approved. A general consensus was the portion size was on the small side. If we use Karen Wheet for the Volunteer Appreciation in April, this will be brought to her attention.

Handicap Door Update—the Friends have voted to cover the \$1960 shortfall after the \$1000 donation obtained by Kevin and the money from the COA gift account previously voted on. Total cost of the project is \$4835 with estimated electrical fees of \$500.

Garage Light Switch—the light switch is located inside the cellar so upon exiting it is necessary to walk in the dark until the motion sensor is tripped when leaving the garage. Dick Skinner presented an estimate from Comolli Electric for a 3-way switch from rear garage door to basement door and a 4-way switch from bottom of cellar stairs to garage door. Carol made a motion that we approve this. Earl seconded. All approved. The Friends will vote on the funding at their February meeting.

### New Business

Eagle Scout Project—a scout wants to build raised planter beds at the senior center. The only place we could think of is the garden around the Senior Center Bulletin Board Sign. Beautification member Tom Sawyer, who is in FL until February, tends this garden. Kevin will email Tom with the scout's name and email address for his feedback.

Staffing Beyond Director's 35 hrs/week—the Town Administrator has asked for a written plan in lieu of hiring an assistant as there are no funds for this and the extra 5 hours that we requested is questionable, too. Kevin and Amy came up with 3 options for consideration. Option 1: tax abatement workers to cover phones from 10am to 2pm Monday thru Thursday with support from volunteers when abatement hours are depleted. Option 2: a list of dedicated, committed volunteers that we advertise for publicly. Option 3: Senior Center closes when Amy reaches her 35 hours.

Annual Report—is due January 15. Amy said she is about half way through compiling statistics for the report.

#### Open Forum

Ann volunteered to organize a committee to clean and organize the storage closet on the main floor. Amy wants to be involved as she uses many of the items in that closet, but she did agree there are things that can be discarded. No one objected to this project. Nancy Jenkins volunteered to help.

Amy received correspondence from Serve With Liberty offering volunteer services.

Dick Skinner had BVT draw up two templates for thank you correspondence. Most of us preferred the one that said Thank You from the Mendon Senior Center beside a photo of the center. Before proceeding further with BVT, Amy will contact former COA member, Ruth O'Grady, to see if she still has the sketch of the center drawn by Arlene Reed that we previously used for thank you notes.

Meeting adjourned 12:25pm.

Respectfully submitted,

Ann Vandersluis

Cc: Jim Negri

Secretary