

## COA Meeting Notes

January 13, 2021

Teleconference via the Town of Mendon conference call line 774-462-5991 code 1233#

Amy took roll call and reviewed the protocols for conducting a teleconference meeting.

Participants: Earl Pearlman, Peg Nogueira, Carol Kotros, Jenn Talamini, Diane Howell, Ann Vandersluis and Director, Amy Wilson-Kent. Sue Carlson of the Friends also participated and Pat Vandenberg joined the call later in the conference.

Earl called the meeting to order at 10:00 am. Earl asked for a motion to formally accept the Secretary and Treasurer's reports from November since we didn't have a quorum at last month's meeting. Peg made a motion to this effect and Jenn seconded. All approved.

In regard to December's Secretary notes, Amy said a minor correction to the Thanksgiving meals paragraph is that Janet delivered meals to 4 families and the Brothers to the other 5 families. Peg made a motion to accept December's secretary report with the noted corrections. Jenn seconded. All approved. Amy explained the Treasurer's report is not final because all receipts are not posted. Amy has expressed her concerns to the Treasurer's Dept. In regard to the Director's report, Amy said in order to not be repetitive, she will let it flow through the agenda.

Sue Carlson of the Friends said the carpet cleaning and beautification requests will be approved by the Friends' executive board.

### Old Business

Food Pantry Update—there has been a 25% increase in clients for a total of 58; two senior workers have been filling orders; two Scouts helped during school vacation making a big dent in organizing all the food received; the top winning family of the Brothers' holiday decorating contest donated their \$500 winnings to the food pantry; Ann will send a thank you to Chris and Megan Collins of 27 Neck Hill Rd; Charles River Bank is donating \$1500 to be divided among local food pantries; Amy received a \$1000 donation from a NY company and a \$100 check both made out to Mendon Senior Center; she had to send the checks back asking them to be made out to Town of Mendon; Earl asked if anything could be done with the town to simplify this matter; Amy said she has tried many times, but the town is adamant on this.

ABMI Cable Program—Jenn hasn't connected with Tyler but has compiled a list of topics to discuss and plan for; she will have more information next month.

Volunteer Appreciation—only thing to report is that the entertainer scheduled for last year received an extension from the Cultural Council.

30<sup>th</sup> Anniversary—nothing new to report; they haven't met lately and no date has been set for the event.

Holiday Meal—45 meals were distributed from Tri-Valley through the Ferrucci's sponsorship; Amy has received great feedback from everyone who participated. She would like to do a Grab and Go meal once a month because the seniors really miss the lunch program.

Senior Center Addition Update—Peg gave a recap of the last meeting with the architect; college students have been incorporated into the architectural plan; hope to keep it under 3 million; they will be meeting with the architect again to discuss the amended plan.

Reopening Considerations—still by appointment only; one outside person in building at a time; Amy contacted BOH and Fire Dept regarding Covid-19 vaccine; nothing definitive at this time.

FY-21 Budget—Amy submitted the same budget as last year; she has been trying to get the Outreach position reclassified to Admin Assistant level, but to no avail at this time.

#### New Business

Staff Updates—Outreach Worker, Janet Hubener, has given her notice; her last day is Feb 4; Amy has emailed HR with an updated job description including food pantry duties and SHINE; Lina Remillard has been hired as our new Admin Assistant and will start on Feb 9; Amy hasn't heard from Mark yet regarding the van driver position.

Annual Report—Amy is still pulling attendance and phone call numbers together to enter on a spreadsheet; food pantry and fuel assistance will far surpass last year's figures.

Goals and Events for 2021—Amy asked what we'd like to see on the roster for this year; basically on hold until we have an opening date; so far we have a Grab & Go meal on Jan 19; 19 people have signed up so far and Ferruccis have offered to sponsor again; Peg said to put her name down to reach 20 so Amy won't have to go to Uxbridge to pick up the meals; Feb program on ABMI using Earl's beautiful piano music from his previous 2 hour concert; March program on ABMI, Gaelic Music by Davis Bates, if Cultural Council application is approved.

#### Open Forum

Amy said van battery had to be replaced as it was the original battery; she hasn't received a bill yet. Also, CPR certification is due this year; have to work out logistics; finally, Conflict of Interest Law to review and acknowledge receipt to Town Clerk. Amy will forward to personal emails.

Next meeting February 10, 2021. Meeting adjourned at 11:00am.

Respectfully submitted,

Ann Vandersluis

Secretary

