

## COA Meeting Notes

March 10, 2021

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

Peg called the meeting to order promptly at 10:00am. Amy took roll call and reviewed the protocols for conducting a teleconference meeting.

Participants: Peg Nogueira, Earl Pearlman, Carol Kotros, Diane Howell, Jenn Talamini, Ann Vandersluis and Director, Amy Wilson Kent. Sue Carlson of The Friends also participated.

The Secretary's report was unanimously approved. During the presentation of the Treasurer's report, Earl noted a clerical error in the Food Pantry beginning and ending balances. Amy apologized and said it was a typo which she will correct. The Treasurer's report was unanimously approved. Amy gave a Director's overview: our new admin assistant, Lina, started on February 8 and is working out very well; Amy reclassified the Outreach position to bring it in line with other admin positions; she worked with Lina on the newsletter which will be a 2 month issue to start; she prepared a statistical report for the state from My Senior Center which was updated by Laura before she left; she coordinated programming with ABMI Cable. These are just a few highlights in addition to many other actions.

Friends' member Sue Carlson said discussion is underway regarding the annual Progressive Yard Sale, but no decisions have been made at this time. A raffle will be held for Friends' members who have paid their annual dues.

### Old Business

Food Pantry Update—there was a 30% increase in 2020 from 2019; college student Aidan will be able to continue helping periodically with Mark Rousseau picking up the slack when Aidan is no longer available; one senior worker is out for an extended period due to illness; the pantry is well stocked and items that run out quickly are advertized on Facebook by a volunteer which almost immediately brings results.

Monthly Grab'n'Go Meals—are very popular with sign-ups almost up to 40 for March's corn beef and cabbage meal; the COA will be providing green carnations; Peg made a motion to allow Amy to spend up to \$100 from the gift account for the carnations, Carol seconded, all approved; April's meal will be complimentary from Marlboro's Heart To Home Meals with a choice of turkey or cod dinner. There will be a representative advertizing and passing our brochures to hopefully get new business.

ABMI Cable Program—Jenn said unfortunately she has no updates; has been unable to connect with Tyler; Amy said she will be able to help now that all her required reports are completed.

Volunteer Appreciation—on hold for now but when time is ready we'll be able to pull it together.

30<sup>th</sup> Anniversary—Peg said it's still on hold until the center opens.

Architectural Study—Amy hasn't heard from the architect recently; she will follow up with him.

Reopening & Transportation Considerations—Amy wants to get transportation going first; there is a whole protocol to follow; we will jump on board when neighboring senior centers get started.

FY-22 Budget—submitting same as last year; FinCom will meet with each department head.

Staff Updates—Janet's Outreach position was reclassified and advertized internally; Janet applied and was the only applicant; new title is Outreach Coordinator/Admin Assistant; Town Admin Kim will speak with the Select Board to request their approval for Janet Hubener in this new job classification.

Annual Reports—Amy thanked everyone for feedback in reviewing the annual town report; she also prepared an annual report for the state.

Covid-19 Registration Assistance—we reviewed phone numbers to call to sign up for an appointment; several COA members have already had one dose with appointments set for the second dose.

#### New Business

Plumbing & Building Updates—the toilet in the ladies room leaks so only the men's room is in use; Amy is getting quotes from two plumbers which would also include contactless faucets and extending plumbing across the building for an outdoor faucet near the garage; the spray cleaner for the van requires cold water and this would be a handy source for it once the van is in use; Also, Amy would like to have the building interior painted before we open; the town's janitor does painting on the side and a senior has volunteered to do some painting; Amy will get quotes to paint just the downstairs or to include the upstairs, which is currently pink.

#### Open Forum

Diane mentioned Family Dollar store opened in Bellingham which might be a help with food pantry needs; Amy said Dollar Tree is still the best option.

Amy said CPR training is upcoming and asked COA Members if they are interested; also, it's time for Senior of the Year nominations; she will ask for nominations in The Crier and on our bulletin board and the town bulletin board with a deadline of June 1.

Meeting adjourned at 11:10am. Next meeting April 14, 2021.

Respectfully submitted,

Ann Vandersluis

Secretary