

COA Meeting Notes

December 13, 2017

Kevin called the meeting to order at 10:08 am. Members present: Kevin Rudden, Earl Pearlman, Carol Kotros, Mary Ann Hopkins, Peg Nogueira, Ann Vandersluis and Director, Amy Wilson-Kent. Also present: Brenda Rienzo, who expressed interest in being on COA board so she was invited to attend our meeting.

The Secretary's report was approved with one correction: Peg Nogueira's name was added to attendees as she was present at November's meeting. The Treasurer's report was unanimously approved. Amy gave a verbal Director's report: things are working well with our new Admin Assistant but due to her having a very full plate, Amy will need to use senior tax abatement workers as greeters to oversee attendance and volunteer hours because everyone does not sign in. The Eagle Scout project for storage shed for medical equipment is completed Kevin reported for the Friends: on December 11 they had their Holiday Swap and Blair House complimentary luncheon. They replaced the storm door to the deck because it was extremely warped. The trip to Newport Playhouse was cancelled due to less than 40 sign-ups.

Old Business

Health Fair—excellent feedback from vendors. Sub-committee will meet in January to discuss plans for next year.

Scout Food Drive—Carol reported it went very well, good selection of goods received.

Veterans' Appreciation—went very well, plenty of help

Holiday Dinner—went very well, full house, excellent food and plenty of help

Windows Update—installation is set for Friday, January 5, 2018

New Business

New Business

MCOA Conference Update—will be returning to Falmouth next year. Kevin asked that this year's attendees email Amy if they heard anything they would like to implement here. We will discuss in January.

FY19 Preliminary Budget—increased contract services and postage line items because furnace is 27 years old and failing and newsletter mailing costs increased. Also, put increase to 32 hours for Admin Assistant and increase to 18 hours for Outreach worker.

Building Use Policy—we discussed and decided to readopt the March 14, 2007 policy changing wording to any Mendon Senior age 60 or older and security deposit \$75. Earl made motion to this effect, Peg seconded and all approved.

Food Pantry Policy—we will review and bring suggestions to the January meeting.

Recognition—Amy wanted to know what source we will use to pay for the plant to the Ferrucci's for sponsoring the holiday dinner and to Tri-Valley's Carmine who retired. Peg made a motion to pay out of the gift account. Earl seconded. All approved.

Open Forum

Amy explained Food Pantry will receive \$500 grant for gluten free, sugar free and low sodium food products to be made available to clients.

Kevin will email us with BOS updated policy for filling vacancies on boards.

Earl and Carol both had to leave at 11:30.

Meeting adjourned at 11:45.

Respectfully submitted,

Ann Vandersluis

Secretary