

## COA Meeting Notes

December 2, 2015

Kevin called meeting to order at 10:35am. Members present: Kevin Rudden, Earl Pearlman, Mary Ann Hopkins, Peg Noguiera, Ann Vandersluis and Director, Amy Wilson Kent. Bob Carlson arrived at 11:15 am. Carol Kotros was absent. Friends' members present: Sue Carlson, Dick Skinner and Bob Gebelein.

The Secretary, Treasurer and Director's reports were all unanimously approved. Sue Carlson gave the Friends' report. For the HuKelau trip on December 10, sign-ups can be accepted up to the last minute. Price will have to be raised to \$70 per person. Their next meeting is on December 14 at 10:30 am preceded by a luncheon and Yankee Swap. A trip to Ireland is scheduled for October 2016. Friends will receive 10% of the cost of the trip. Dick Skinner is coordinating the purchase of 20 more padded folding chairs.

### Old Business

Food Pantry—Amy received a \$200 donation from the Girl Scouts to purchase a utility cart for the food pantry. They will also be purchasing another grocery cart. There is plenty of food and fresh vegetables to extend through the holiday season.

Veterans Appreciation—was very well attended, a wonderful event.

Holiday Dinner—the menu is set for next Wed Dec 9. Karen Wheet will be stopping in today to pick up vegetables. We will be serving pasta fagioli soup, salad, dinner rolls, mashed potato, butternut squash, applesauce, roast pork and gravy and Jubilee roll for dessert accompanied by holiday punch and coffee. Yum!

Outreach Update—per Town Administrator, Kim Newman, it is okay for Amy to post the part-time job share position for the 16 hr/week Outreach worker position.

FY 2017—Amy and Kevin submitted a level funded budget. They raised some line items and lowered some others in order to better balance things. Amy met with Kim Newman re: the budget. Kim understands how busy the senior center is. In addition to 5 more hours for Amy, she recommends an administrative assistant position for 18 hrs/week. She entered both of these requests into the computer for review first by the BOS and then FinCom. These recommendations are for 'Building for the Future' due to the ever increasing senior population.

Policy Review—when reviewing the COA Recreational Travel Trips policy, we realized it needs a complete rewrite. Earl made a motion to table it to the January meeting. Peg seconded. All approved. Dick Skinner and Sue Carlson volunteered to review the policy and make recommendations to us.

## Open Forum

A \$500 donation was received from Brothers of the Brush for fuel assistance. The BOS has scheduled the town employee holiday lunch for December 16. Dick Skinner would like to get rid of 60 folding metal chairs in the basement. Amy and the COA felt we should hold on to these for our future expansion. Kevin suggested asking the town if we can store them in the old fire station once the shelving for the new library is removed.

At 12:15 pm Earl made a motion to move to Executive Session for Amy's employee evaluation. Mary Ann seconded. A roll call vote was taken and all voted yes. We had a discussion and will meet again briefly on Dec 9 to take a vote, if needed. At 12:30 Earl made a motion to return to the regular meeting. Peg seconded. All approved.

12:31 regular meeting adjourned.

Respectfully submitted,

Ann Vandersluis

Secretary