

COA Meeting Notes

May 10, 2017

Kevin called the meeting to order at 10:10am. Members present: Kevin Rudden, Earl Pearlman, Carol Kotros, Peg Nogueira, Ann Vandersluis and Director, Amy Wilson-Kent. Mary Ann Hopkins was absent. Carol had to leave at 11:10am.

The Secretary's report was approved with one minor correction. The Treasurer's report was unanimously approved. Amy gave a verbal Director's report on numerous topics. Kevin gave the Friends' report. Focus now is on the two upcoming trips. The NYC trip still has openings. The Tall Ships trip to Boston on June 21 is filled. Payment of \$79 due by May 15th.

Old Business

Food Pantry—28 participants, 7 home deliveries for May.

Tax Abatement—going along very well

FY18 Budget—May 5th ATM approved \$10,000 for our new windows, a municipal clerk @18hrs/week and \$1000 travel and training line item.

Van Link—no participants yet. Kevin will make and distribute flyers.

Health Fair—sub-committee is meeting after today's COA meeting.

Volunteer Appreciation—very well attended, magician well received, delicious meal enjoyed by all.

Newsletter Update—first edition scheduled for June moved up to July/August edition. LPi needs more ads and has requested additional business names.

New Business

Eagle Scout Project—the scout submitted four possible shed styles of varying prices. Peg made a motion to accept the proposal with supplemental funding from the Friends. Earl seconded. All approved. Once the Friends approve the amount they are willing to contribute, the scout will be directed to raise the additional funds. The COA board felt the design should be simple.

CPR Training Lunch—Carol made a motion to take the \$41.86 from the travel and training line item. Peg seconded. All approved.

Potential New Hire—Kevin suggested getting job descriptions from senior centers who have municipal clerk positions. Amy and Peg are working on which tasks will be delegated to this position.

Open Forum

Carol asked Kevin to ask the board what we are going to do for the 350th parade on Sept 24th. We felt the senior van could represent the Friends and the COA in lieu of a float. Kevin said the August 26 block party will be followed by fireworks, weather permitting.

Meeting adjourned 11:25 am.

Respectfully submitted,

Ann Vandersluis

Secretary