

COA Meeting Notes

May 8, 2019

Kevin called the meeting to order at 10:05 am. Members present: Kevin Rudden, Earl Pearlman, Carol Kotros, Brenda Rienzo, Mary Ann Hopkins, Peg Nogueira, Ann Vandersluis and Director, Amy Wilson-Kent. Kevin had to leave the meeting early so Earl took over.

The Secretary and Treasurer's reports were unanimously approved. Amy gave a verbal Director's report: she was busy with programming, in particular, the Volunteer Appreciation luncheon; she worked on van driver certification requirements; there are a few additional minor damages to the van that need repair; she needed to do some catching up with fuel assistance recipients; regarding the Town Administrator's email to do with any minor repairs that might be needed, Amy felt the volunteers and tax abatement workers can handle these.

Friends' report: the Friends haven't met yet this month; they meet next Monday, May 13.

Old Business

Food Pantry—everything went well; Carol had to leave early; Janet Hubener was there; one or two forgot their card; reminder to put a note on the downstairs entry door.

Architectural/Engineering—committee met with the firm on Monday, May 6 and presented them with an 80% redesigned plan; they are due to give us a revised drawing; no date yet for next meeting.

FY20 Budget—operational expense line items exactly the same as last year; town employees received a 2% raise.

Mission/Vision Statements—Amy passed out a suggestion sheet that she received at her director's recertification class for us to review before next meeting. At this time, if all members are present, we can work on creating our Mission and Vision statements.

Volunteer Appreciation—enjoyed by all; entertainer worked the crowd well; food was delicious and plenty of it.

MCOA—small and rural conference—Earl reported it was an interesting program; he gave us feedback on the sessions he attended.

CPR Training—on hold until a date can be determined that works for everyone

Cardboard Boat Race—tabled; this is a Friends' project

Senior of the Year—three nominations received so far; June 1 deadline for submittal; generally held third Sunday in September; possible date September 15

New business

ID Badges—at a previous meeting we had discussed the need for ID badges for volunteers/employees who have contact with seniors or enter people's homes, such as, Outreach Worker, Food Pantry workers, van drivers. Kevin has volunteered to get this accomplished.

Political Campaign Policy—at our next meeting a proposal will be presented by Earl and Kevin for our discussion

Strategic Planning—Amy feels we need to get the Mission and Vision statements firmed up before we contact the general public for their vision of what they see going forward

Summer Events—Senior Cookout, July 18; Senior Tea, July 28; Ice Cream Social, August 21. Peg made a motion to allow up to \$125 from the gift account to supplement the entertainment cost for the Ice Cream Social. Carol seconded. All approved.

Open Forum—no discussion

Next Meeting: June 12, 2019

Meeting adjourned at 11:35 am.

Respectfully submitted,

Ann Vandersluis

Secretary