

COA Meeting Notes

November 13, 2014

Kevin called meeting to order at 1:04pm. Members present: Kevin Rudden, Earl Pearlman, Carol Kotros, Mary Ann Hopkins, Ann Vandersluis and Director, Amy Wilson Kent. Member Bob Carlson arrived at 2pm. Absent: Jim Negri on medical leave. Also present were Friends members Dick Skinner and Nancy Jenkins and Van Driver, Bob Gebelein.

The Secretary, Treasurer and Director's reports were unanimously accepted. Amy gave the Friend's report with the help of Dick Skinner and Nancy Jenkins. Oktoberfest was very successful. The garage door lower panel and cables were replaced with materials free of charge and \$150 for labor funded by the Friends. The Book Fair will be on April 10, 11 and 12, 2015. Friend's member, Dick Skinner, obtained quotes for 3 options to provide heat in the basement. The 3rd option for an electric ceiling heater costing \$500 was the most feasible. Carol made a motion to approve Comolli Electric to install a 2000 watt electric ceiling heater with timer for \$500 to be funded by the Friends. Earl seconded. All approved. Simultaneous with this Comolli Electric bid \$125 to increase voltage so circuit breakers will not trip. Carol made a motion to accept Comolli's bid to increase voltage not to exceed \$200 funded from the gift account. Earl seconded. All approved. Additionally, Dick Skinner volunteered to build two 10 ft shelves on the rear wall of the basement to store Friends' materials and presented a quote of \$207.26 plus paint approved by the Friends. Ann made a motion to allow Dick to go ahead with the project. Mary Ann seconded. All approved.

Old Business

Food Pantry Update—Carol reported the food drive went well, although not as much food was collected as in the past. We discussed possibly providing signage for the scouts to better advertise the drive. Monday's food distribution went well. There are still a few clients who work that come on Wed eve. Dick Skinner volunteered to be present when needed so Carol will not be there all alone. On Nov 22 vegetables from Jen Callihan will be arriving as well as food from Boston Food Bank.

Veteran's Breakfast Update—Earl reported it went very well. The food and entertainment were great. He heard from a few vets who had to work on Friday that they wished it had been a dinner. Amy said a breakfast is much easier and less expensive to put on.

Holiday Dinner—menu is set for Dec 10. Karen Wheet is catering. We will handle salad, beverages, rolls and dessert. Ann suggested hot fudge sundaes for dessert with Friendly's peppermint stick ice cream. All thought this sounded good.

FY16 Budget—Kevin and Amy met with Kim Newman on Oct 29. Since it is level service funding, we are requesting \$500 more on the fuel line item. Also, we are requesting to increase Amy's hours to 40,

outreach worker's hours to 16, raise outreach worker's salary 3% to \$13.65/hr plus \$15,000 under Capital Planning for architectural study for senior center expansion.

MCOA Conference follow-up—both Amy and Kevin provided reports on the workshops they each attended. Kevin suggested we revisit this next July or August to see which, if any, workshops COA members would be interested in attending for next year's conference in Sturbridge MA.

New Business

Senior Center Addition—Architect, John Catlin, provided an extensive report on the details that need to be considered when undertaking a senior center design. Kevin would like to survey a few architectural firms to get some cost estimates that we could present to Capital Planning Committee.

Amy opted to defer the 2015 Calendar of Events until next meeting.

Open Forum

We will schedule next month's meeting for Dec 3 at 10:30 due to the holiday luncheon being on Dec 10.

A Mendon resident has volunteered to coordinate holiday gifts for needy families. Amy and Carol have suggested gift cards to clothing stores.

Kevin adjourned the meeting at 2:40 pm.

Respectfully submitted,

Ann Vandersluis, Secretary

Cc: Jim Negri