

Rochester Council on Aging (RCOA)
Board of Directors' Meeting
67 Dexter Lane
Rochester, MA 02770

November 10, 2021

In Attendance: Pauline Munroe; President, Michael Cambra; Vice President, Sue Norton; Treasurer, Marjorie O'Brien; Secretary, Marge Barrows, Mary Bessey, Woody Hartley, Andrew Revell, Eric Poulin, Director; Lorraine Thompson, Outreach Coordinator; Carol Galante-Dias, Administrative Assistant; Ann Soares, Clerk

Absent: Pat Ryan

Community Members Present: Cecelia Hall, Carol Hardy, Michael Daniel, Karen Cole, Rick Hall, Cynthia Desjeunes, Dennis Pucello.

I. Call to Order – With confirmation of a quorum, Pauline Munroe called the November 10, 2021 RCOA Board of Directors Meeting to order at 9:04 a.m.

II. Approval of the October 13, 2021 Board of Directors' Meeting Minutes-
Vote to approve minutes was tabled until the next meeting. Motion to table made by Pauline Munroe, Seconded by Woody Hartley, unanimous.

III. Treasurer's Report

COA Budget on July 1st was \$294,699.00. Expended thus far: \$95,821.61. Remaining balance: \$198,877.39.

Mailing expenses for newsletter have increased due to more individuals being added to the mailing list. There will be a notification in the next newsletter asking people if they would like to provide their e-mail address to get a link to where they can read the newsletter online.

There is a driver whose phone number/area code is from California and this has resulted in substantial long-distance billing costs. The COA phone system was recently changed to Adams Communications and they will be taking over phone lines and under this new arrangement long distance calls are unlimited so there will be a savings.

Motion made by Mike Cambra to accept Treasurer's report, Seconded by Sue Norton, unanimous vote.

IV. Director's Report

1. Breakfast Program- Breakfast program is going well and making a profit close to \$2,000 a month. There is always a need for volunteers and extended compliments to Kenny for his culinary abilities especially with muffins, waffles and wanted to thank Mike Daniel for the use of the waffle iron. Dennis our Volunteer Kitchen Manager/Breakfast Program

Volunteer Coordinator will be going back to Florida for the winter and the Friends of the Rochester Senior Center will need to find someone to take his place.

2. Coastline Update- Under the Coastline Senior Employment Program Andrea Meunier's time was up and the exercise room is now under the supervision of Cynthia Desjeunes. Karen Cole works as a Receptionist Monday through Friday from 12-4 under the Coastline Senior Employment Program. Both Cindy and Karen were introduced to the Board. Eric extended many accolades to those who helped during the most recent storm and boil water orders when Coastline had stopped delivering their lunchtime meals. The center was able to maintain having lunch served every day thanks to our senior center staff. The senior center served as a base of operations on the Wednesday of the storm. Fire, Police and Highway were able to have breakfast and lunch served to them that day.
3. Activities- New program: Zumba Gold on Thursday. There are also requests and a need to provide computer classes for seniors and this may be available through Coastline in the future. Eric Poulin, our Director, also expressed the need for an activities coordinator as most COA's have them. He will submit his request with a salary of \$15.00 per hour on a 15 hour per week basis to the town during the next budget process.
4. Vans/Day Trips-Carol and Eric toured the Marion Council on Aging to check out their fleet of vehicles. Marion has a SUV hybrid. They found the height of the vehicle and other features of it to be advantageous for seniors. The retirement of Van 1 would be possible with the addition of a SUV. Carol stated that since July 1st we have provided more than 900 rides and traveled over 12,000 miles. Eric noted that the next scheduled field trip is to La Salette in Attleboro on 12/9 with a 3:30 departure for sunset arrival. This will be in the newsletter. The University of Massachusetts Boston School of Gerontology is offering a certification in Organizing and Managing Senior Transportation. Class is 14 weeks. The cost of \$1,000 can be absorbed in the town budget's training line item. Eric would like to send Carol Galante-Dias. Motion to accept sending Carol to the training made by Mike Cambra and Seconded by Margie Barrows- unanimous vote.
5. Outreach Update-Lorraine Thompson recently updated the newsletter mailing list at Eric's request and with info from the Town Clerk. Thanksgiving and Christmas baskets are being put together.
6. Building sub-committee met on November 3rd. A final concept was agreed to unanimously at the last meeting. We are awaiting a few tweaks on the drawing of the final concept which will then be forwarded to Stu Norton. We aren't at the point yet where we have an estimated cost for the concept and are going to take the process one step at a time. The Friends of the Rochester Senior Center will provide an update at their December meeting on the balances in all of their accounts. The Friends will soon establish a dedicated separate account/building fund representing the dollar amount that they will be committing toward our building expansion.
7. Organization update-Completed re-organization of the attic. In organizing the medical equipment, it was stated that there is now room for and a need for at least one additional wheelchair. We will seek out a donation of this equipment.
8. Projects updates - Bathrooms and Phones- Bathroom project was completed, both restrooms are now fully automated. Phone system upgrade project was completed. Both

projects utilized Cares Act funding. There is still a problem with the Wi-Fi in our building but we are hoping to have it resolved on Friday via a visit from Unified, the town's IT vendor.

9. Equipment Garage update- we have not received any bills since the last meeting. Mike explained that we are waiting for the trusses which Andrew Daniel thought would be in much sooner.
10. November 11, 2021 Veterans Appreciation Dinner update- Ann Soares went over the order of events, communicated with Mike and Ann, speaker Woody Hartley, Chris Gerrior; Veterans agent for tritown, David Watling, Margie Barrows and Eric Poulin. All is on track.
11. November 19th, 2021 Old Colony Thanksgiving Dinner- 87 Rochester residents signed up with 4 from other communities, total of 91 people. Funding from Rochester Firefighter's Association covers the 87 residents and the 4 other attendees are paying for the cost of their meal. Volunteers are needed for Friday. No bingo on Friday, Nov. 19th due to the large luncheon or on Monday, November 22 due to the luncheon taking place that day. A special nighttime Bingo on Monday, Nov 22nd at 6 P.M. will occur, doors open at 5 P.M.
12. November 22, 2021 Breakfast Program Volunteer Thank You Lunch- 30 have signed up to date and also volunteers are needed for this function.
13. Santa Visit and/New Year's Eve Event- Woody Hartley has volunteered to serve as our Santa this year and will pass out candy canes on Monday, Dec. 20th at 11:30 a.m. The annual New Year's Eve party will take place on December 31st from 11:30 a.m. until 1:30 p.m. We will be closing on Christmas Eve at noon and on New Year's Eve at 2 p.m. Also, Margie O'Brien has offered to decorate for December.

Mail/Correspondence-A special thank you from Andrea Meunier for the cake and flowers and celebration of her years of service in the Exercise room.

Acceptance of Donations-Barbara Bergold submitted a \$600 donation. Marjorie O'Brien will send a thank you.

Other Board Member Discussion- The town's gas pumps located at the Police Station are out of service. The van drivers have been gassing up and using their own credit cards and then being reimbursed.

Cecilia Hall requests the use of the senior center one Saturday a month to sell mini craft kits and accessories. This will be a fundraiser for the Friends of the Rochester Senior Center. Mike Cambra made a motion to grant permission to use the building for this purpose. Woody Hartley Seconded and there was a unanimous vote.

Motion to adjourn at 10:34 A.M. by Woody Hartley and Seconded by Sue Norton. Unanimous.