

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

February 8, 2023

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

Absent : Marjorie Barrows

Board of Directors meeting called to order at 9:00 a.m. by Pauline Munroe with confirmation of a quorum.

- I. Motion to accept minutes of Board of Directors Meeting held on January 11, 2023 by Sue Norton, Seconded by Sandy Charron, passed unanimously with 2 abstentions: Mike Cambra and Marjorie O'Brien.
- II. Treasurer's Report: Given by Sue Norton – no change to Sunshine Fund balance. Director Eric Poulin reports beginning the fiscal year with \$335,159.00 with expenditures of \$184,848.38 leaving a balance of \$150,310.62. Motion to accept treasurer's report made by Sue Norton, Seconded by Marjorie O'Brien, unanimous vote.
- III. Director's Report:
 - 1. Donation Accounts- Director Eric Poulin provided a copy of donation account balances to the COA Board and discussed receipts and disbursements for each account, that is to say what money is deposited into these accounts and what expenses are paid out of these accounts.
 - 2.FY24 amended budget- Budget was amended based on a discussion with Town Administrator, Town Accountant, Personnel Board, etc. Line items 211 & 5243 were reduced. A motion to accept the budget as amended was made by Sue Norton and Seconded by Sandy Charron, unanimous vote.
 - 3.Transportation and Triad-Carol Galante-Dias reports over 3,000 miles travelled recently in one week using all 5 vans. Newly hired Tom Hopkins brings the total of on-call drivers to 9. Carol provided the board with a schedule of events for the Triad group in Feb. and March. Triad meetings are scheduled for the first Wednesday of the month at 11 a.m.

- 4. Outreach-Lorraine Thompson provided the board with a report on her Outreach Activities for the month of January. There were no questions. Lorraine worked with United Way to get additional food box donations to seniors in need. She is also working on a project to recycle electronics until May. Discussion on collection of electronic devices. Lorraine stated that computer monitors, televisions were not accepted. Computer towers are accepted.
- 5. Monday lunches for January summary-Collected for month was \$275, expenses \$128.30. Sunday to-go chicken dinners collected \$750, expenses \$516.83.
- 6. Check-ins for January Summary-242 unduplicated which is a record for the Senior Center for the month of January.
- 7. Accreditation- Sue Norton states that she has received information that the new style of accreditation has a change which may be easier and more user friendly. She thought that we should wait to gather more information before the board made a final decision on whether or not to pursue accreditation once again. Sue made a motion to table the discussion/decision until a future meeting, Seconded by Sandy Charron, unanimous.
- 8. Architect update-Eric Poulin states that with the packet from the architect's estimator stating a \$3.2 million cost for expansion, there were some questions as to specifics on this cost and their logic on how they arrived at the figures. With the contract the COA has with the architect, it allows for two more meetings (2 more that were included in the original quoted price). Discussion on having the architect invited to the April board of directors meeting. Andrew Revell made a motion to invite the architect, Seconded by Sue Norton, unanimous vote. Architect will be invited to attend the April 12th Board meeting.
- 9. Friends of the Senior Center and the COA Board were provided with a copy of a handbook for Friends of COA groups that was prepared by MCOA.
- 10. Activities-Ann Soares states that the trips scheduled to Foxwoods on Jan18 with 2 vans was a very good trip with another scheduled in April. There are 2 seats left. Trip to Cambridge to visit the Harvard Museum of Natural History was well attended as well with 2 vans. Plans to return, as well, on April 27 are filling up. February 15th "museums near us" trip have 1 van scheduled and several on the wait list. Tom Hopkins will be driving us to Rochester, Freetown and Middleboro with Boston Tavern as a lunch stop. Parker's Maple Barn trip has 2 vans scheduled. (Nice restaurant, gift shop and maple processing center all within a short walking distance.) Special Events on February 2nd... Our Veterans' Social attendees were treated to grilled cheeses and Toscana Soup. Some cheese and crackers and a homemade cream puff with double chocolate cookies

made by Jeannie Therrien, wife of our veteran Wayne. The night's subject was the Vietnam war which entailed a special evening of sharing and an appearance of a veteran who suffered a loss by housefire that morning. All veterans donated and showed compassion to our veteran. Veterans decided to change the hours of their social from 6-8 pm to 5-7 pm going forward. Feb. 14th - Valentines' Ladies Tea and on the same day a chocolate tasting and talk. Our book club resumes on February 21st meeting on the 3rd Tuesday each month from 1-2 pm led by our new Librarian, Kristen. February 28th from 9:30-10:30 a Celebration of Life will be held, returning this special event to our yearly lineup. Informational letters were sent to families with an invitation to attend or send a message or memory. March 2nd is the next Veterans Social from 5-7.

- Mail Correspondence-None
- Acceptance of Donations- \$5,000 from Howard Maxim Foundation, motion made by Andrew Revell to accept donation, Seconded by Marjorie O'Brien, unanimous vote.
- Staff & Volunteer Update - None
- Other Board Members Discussion-Pauline Munroe discussed being involved with 2 people who are in need of housing and living in their car and provided an update. While the two have received some donations to provide shelter and car repairs during the really cold nights, they haven't found housing yet. Pat Joy asked about the number of Rochester residents attending program in January, this info will be sent to her. Andrew R. asked to be added to the newsletter mailing list. He will be added. Lorraine will design and make available a form asking for people's e-mail addresses so that we can potentially remove more people from the mailing list and send them a link to read the newsletter instead of a paper copy being mailed.

Motion to adjourn at 9:52 a.m. by Andrew Revell, Seconded by Sue Norton, unanimous.