

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

April 12, 2023

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

Absent: Andrew Revell

Board of Directors meeting Called to Order at 9:00 a.m. with confirmation of a quorum.

- I. Motion to Accept minutes of Board of Directors meeting held March 8, 2023 by Mike Cambra, Seconded by Mary Bessey, passed by unanimous vote with 1 abstention from Sue Norton, who was absent the previous meeting.
- II. Treasurer's Report- Sue Norton reports the Sunshine fund had a balance of \$306.19 with 2 expenses. A remaining balance of \$200.00 and noted that dues remain \$25.00 and are due in May. Director Eric Poulin thanked the Board for the retirement gift to Jimmy Dexter. Eric Poulin reports beginning fiscal year with \$335,159.00 with expenses thus far of \$232,617.40, leaving a balance of \$102,541.60 through June 30th. The Friends and Family Cafe had a record first quarter of 2023. Total patrons, 2253, Income, \$14,145.75 with expenses \$6,301.20 and a quarterly profit of \$7,856.55 to be transferred in April to the Friends General account reported by Ann Cambra. Motion to accept treasurer's report by Mike Cambra, Seconded by Marjorie Barrows, unanimous vote.
- III. Director's Report
 1. Transportation- Carol Galante-Dias discussed that the transportation program is going well and all drivers are able to handle the schedule and are flexible. Miles driven for the month are 3,679. A paper was distributed listing Triad news and dates for upcoming events.
 2. Outreach-Lorraine Thompson submitted an Outreach report for the month of March and there were no questions.
 3. Coastline Evaluation letter - described their visit to our facility and it was very positive.
 4. Monday lunches for March – spreadsheet/summary was provided to the Board.

5. Check-Ins for March Summary-312 unduplicated check-ins is a record for this Center. In the Board's packet were the names of the 312 patrons.
6. Candidate's Night for May- Eric recommended to the Board that if they want to do it again that they should seek a non-profit to sponsor this event. The Board though wanted to go forward with the usual format of the Director sending out invite letters. Sue Norton to ask the Town Moderator to host for this event scheduled May 10th @ 7PM.

Other scheduled events are on May 17th from 11:30-12 a Smart Shopping presentation by Coastline and May 24th from 11-12pm an Estate Planning and Elder Law Planning presentation by Surprenant and Beneski. Building Use Requests: On April 22 from 9-5pm Quilt Group Meeting and April 30th from 3-9pm the Alewives Anonymous Annual Meeting. Building opened for the Annual Boat Race on May 30th. All were approved. Discussion on the generator grant. Interviews for custodian position will be conducted on Thursday. Amanda from town hall has requested the use of a van for Memorial Day services to transport ROTC from New Bedford. The Board didn't express any opposition to this request.

7. Activities-Ann Soares reports a new activity, learning the Ukulele on Mondays 3:30-4:30. Lynn Eddleston has been volunteering in the office and has comprised a list of all activities according to Activity instead of day. It shows a nice range of different interests in categories of Arts & Crafts, Civic, Education, Exercise, Games, Health and Meetings. April trips are to Foxwoods with 2 full vans and a wait list and Harvard Museum of Natural History with same 2 vans and a wait list. In July, the quarterly Foxwoods trip will be on a Saturday. May trips are to Brimfield Antiques 5/9, Frugal Fannies on 5/17 and Woods Hole 5/23. A tri-town Veterans Social was held April 6th with Ken Vieira preparing chowder, baked fish and baked potato. The dessert was cream puffs, a treat baked by Jeannie Therrien, wife of a veteran. Housekeeping was the topic exploring the many new benefits and laws recently signed. This was well received and acknowledged where they all had written access due to the book and monthly pamphlets on benefits, purchased by Eric Poulin. June trips to Martha's Vineyard, Boston hop on and off and July to the seashore.
8. Architect 's Presentation on Expansion Plan and Costs- presented by Tim Brennan from Turowski2 Architecture with views of each phase and areas displayed on tripods and a hard copy to each board member. Costs of 3.2 million with various costs and expenses for less than or more than this figure. Discussion of new expansion to be done in phases and possible use of Old Colony students, Frost wall, and the need for more rest rooms and possibly not needing them. In discussion on cement slab use, there are no documents available to show its construction and materials used. Board requests prices for back bump out separately, a summary sheet for estimates, costs of renovation using a start date of 2025. Use of a project manager if cost is over 1.5 million but can use a local person.

- Mail correspondence- n/a
- Acceptance of Donations- \$125.00 motion to accept made by Sandy Charron, Seconded by Sue Norton, unanimous
- Staff and Volunteer updates -n/a
- Other Board Member Discussion- gift certificate to Mike Cambra for his many years of service to the Board of Directors. Mike has served the maximum years allowed under bylaws. Discussion on our functions by Margie O'Brien as to whether people show up who are not registered. Eric indicated this hasn't been an issue.
- Public Comment -
- Adjournment- Motion to Adjourn made by Margie O'Brien, Seconded by Sandy Charron, unanimous at 9:55 a.m.