Rochester Council on Aging (RCOA)

Board of Directors Meeting

67 Dexter Lane

Rochester, MA 02770

December 8, 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; Ann Soares, Clerk

Absent: Pat Ryan

Call to Order – With confirmation of a quorum, Pauline Munroe called the December 8, 2021 RCOA Board of Directors Meeting to order at 9:04 A.M.

1. Approval of the October 13, 2021 and the November 10, 2021 Board of Directors Meeting Minutes-Woody Hartley made a motion to accept both meetings minutes, Seconded by Andrew Revell, unanimous vote to accept Rochester Council on Aging Board of Directors Meeting Minutes

1. Treasurer’s Report

Starting budget on July 1, 2021 was $294,699.00. Expenditures as of 12/8/21 totaling: $116,068.01. Remaining balance of $178,630.99. Motion made by Andrew Revell to accept report, Seconded by Mike Cambra, unanimous vote.

Request granted to Woody Hartley to discuss Board Membership. Woody has spoken with and visited with Vinny and Pat Ryan. Pat was unaware that she remained on the Board of Directors (BOD) this year and asked that Woody relay her resignation during the meeting. Motion made by Woody to create a three member sub-committee of Margie Barrows, Margie O’Brien and Sue Norton to conduct a search for at least 1 new Board Member. Motion Seconded by Sue Norton, unanimous vote.

III. Director’s Report

1. Breakfast Program- The ice machine door broke. Eric Poulin ordered a new door on behalf of the Friends of the Senior Center Breakfast Program and installed it. Dennis Pucello, Kitchen Manager, was present and reported the program was doing well. The number of patrons has been going up since the program re-started in June. He stated the pricing for food items will need to be updated due to a rise in costs. Dennis will be away for the first three months of next year but will have assistance in kitchen management by Sharon Hartley. There is a need for volunteers and he finds asking those who visit the COA after being asked are likely to fill in. Eric stated that the 6-month review of the kitchen/breakfast program finds the program going well. There have been several improvements including reorganization of goods and shelving and cabinets. The next meeting of the Friends of the Rochester Senior Center to discuss the breakfast program will be on Dec. 30th at 9 a.m.
2. Vans/Day Trips – Field Trip to La Salette on 12/9, leaving the Senior Center at 3:30 p.m.

Carol Galante-Dias states the van drivers are awesome, always achieving a smooth pick-up and delivery of our seniors helping them get to their destinations. One driver was injured at home and is out of work, a new hire (David Aguiar) has taken place. Mike Rocha will be going to Florida in January for a few months. There is a need for all of the vans to be professionally detailed.

1. Outreach Update-Lorraine Thompson reports that the Thanksgiving dinners were delivered to about a dozen people who were alone for this holiday. She is presently working on Christmas.
2. Building sub-committee update - an updated layout was distributed to BOD via e-mail and passed around during the meeting. Eric described a double door entrance directing traffic to the left for sign-in and a larger gym, bumping out the main activity room and several activity rooms. Checking on costs and will only lose 4 parking spaces. Woody made a motion to accept the concept as described for new construction, Seconded by Pauline and unanimous vote.
3. Equipment Garage Update- construction resumed Monday on the garage by Old Colony students, walls should be going up soon.
4. November Events Recap-Veterans Appreciation Dinner discussed. We will repeat the event next year and ask the media to join us. All went well, good turnout. The breakfast volunteers thank you luncheon was very well attended. Next year we will improve the event by planning on a catered luncheon for volunteers only. We are experiencing an influx of out of town seniors finding our center welcoming. The Thanksgiving meal catered by Old Colony saw attendance of 100 Rochester residents (in-person) with enough food left over to accommodate deliveries to shut-ins.
5. December events- Monday, December 20th the Monday luncheon held this day will be holiday themed and will include a visit by Santa at 11:30 a.m. and he will distribute candy canes. Christmas Parties will be held this week at all of the bingos (Monday, Wednesday and Friday). New Year's Eve celebration will be on December 30th from 11 a.m. to 1 p.m. In keeping with tradition, the food will be ordered from Cam’s in Acushnet and served at 12 p.m. The COA will follow the town’s closures for the holiday season; 12/23 and 12/30 close at 1pm, 12/24 and 12/31 closed.

-Donations- $25.00 from Donna Turner, $100 in gift certificates from Richard and Ingrid McNeil

-January 17th is the date to submit Capital improvement requests to the town.

-Prior to adjournment, Woody Hartley initiated a discussion on masking and indicated he had been having discussions with the town’s Public Health Nurse Connie Dolan. Connie Dolan and Karen Walega, Public Health Department employees, have been advocating for a mask mandate at the senior center. The local Board of Health (BOH) has not mandated masks for town buildings. Some COA Board Members encouraged attendees of the COA Board meeting to contact the town’s BOH members to advocate for a mask mandate at all town buildings. The COA Board voted to have Mike Cambra draft a letter from the Council on Aging Board of Directors to the Board of Health in support of a mask mandate. The Council on Aging Board also voted to put larger signs throughout the senior center recommending that all seniors and members of the public wear a mask while in the building. They also voted to add extra masking stations in the building. The COA Board also voted to mandate that all staff and volunteers must wear a mask regardless of their vaccination status. All motions made by Woody Hartley, all seconded by Michael Cambra, all passed unanimously.

Motion to adjourn at 10:07 A.M. by Sue Norton, Seconded by Woody Hartley. Passed Unanimously.