



Board Meeting Minutes of 12/12/2023

Respectfully Submitted by Lori Howe

Voting Members Attending:

Pete Hoagland, Sally Tipton, Gerri Hawn, Jim Campbell, Ken Adams, Pam Sampson, Lori Howe

Voting Members Absent: 0

Non-Voting Associate Members Attending: Carole Marple

Non-Voting Associate Members Absent: Pat Gray, Denise Orlando

Staff Attending: Sue Kelliher, Kristina Gallant

Community Members Attending: 0

Voting Members Absent: 0

Quorum? Yes

Call to Order by Chair Pete Hoagland at 2:03 p.m.

Minutes. Pete asked for a motion on the November 28, 2023 Board meeting minutes. Gerri motioned to approve as written, Ken seconded. There being no questions or discussion, the minutes were approved by a unanimous roll call vote.

Budget Discussion (see attached reports)

Gerri noted that she, Sue and Kristina worked on the COA FY25 budget plan together. Sue went on to review their assumptions, noting that the Town was advising a flat budget for Expenses again this year, for the fourth year in a row. The COA Expense budget is 11% higher than FY24 while our total increase overall (with Salaries) is 5%. Expenses went from \$28,650 to \$31,900. We increased Space Rental for Sit'nSip even though we don't know its fate yet. Also increased Mileage, Drop-in Support, and Postage. Transportation was kept the same because once our grant runs out we'll use these funds. Sue commented that it's hard to do level funding when everything continues to go up. Sue said we gave back monies last year because we got so much help from grants. She also noted that our Advisory committee Liaison, Penn Young, wants to go to Zero Budgeting.

Discussion followed. Ken commented that we added \$2,000 for Space Rental and Gerri responded that that covers an assumption of \$300/month for Sit'nSip (\$250 space rental + \$40 cleaning) and that additional costs for coffee and snacks would come out of the Formula Grant. Gerri also said that Space Rental includes Pilgrim Church space for Senior Café. Sue noted that the Library paid the Community Center \$1,400/month for using the entire space. Sue thinks it will help to have Jeremy, our Town Administrator, involved in these discussions with the Community Center. Sue added that she made donations of \$1,500 to Pilgrim Church, \$500 to the Community Center for Line Dancing, and \$500 to the UU Church for Dementia Training.

There was more discussion about the fact that we have a signed agreement with the Community Center through June 2024. Pete asked how much of Space Rental is Sit'nSip and Gerri replied \$3,500.

Pete asked if there were any other questions or comments. Jim said he has two questions: 1. Do we want to continue Sit'nSip next year? and 2. Once that's decided, shouldn't we talk to Jeremy? Gerri said that she feels we should go in with numbers that are based on what we know as well as the Town's guidance for level funding.

Carole asked why we don't use St. Theresa's for some of our space needs. Sue responded that she and the staff have reached out several times and St. Theresa's staff either don't respond or say no to our inquiries. They even turned the Police away last year for their Thanksgiving Dinner. We just haven't had a receptive response from them to any requests or contacts.

Pete wrapped up budget discussion by asking if we could take a vote on approving the COA FY25 Budget. Sally motioned to approve as presented; Ken seconded; and the motion passed by a unanimous roll call vote.

Holiday Party

Sue reported that we are all set. They picked up some of the food this morning, getting the Roche Bros. order on Thursday, Kristina is picking up the ham donation at Honey Baked Ham, and Sally is picking up turkey, stuffing, gravy, etc. The door prize gifts are being collected. Sue said that we've had 54 RSVPs which would make 7 tables of 8 per table. Pete asked Sue if she has enough help and she said they should be okay with Pete & Eilen, Gerri, Sally, and Jim & Joan. There was discussion of how to award the door prizes. Gerri made the recommendation that we start with the biggest prize first so that everyone has a chance to win. The Board agreed.

New Business

Pete asked if there was any new business. Gerri said she'd like to put an item on our January Agenda: the 350th Town Celebration and how COA can participate.

Carole announced that the Community Center is doing a Non-Profit Night on January 11th with a cash bar and free appetizers. There has been a great response with over 40 organizations agreeing to participate. They are hoping it will become an annual event.

Speaking of annual events, Lori said she was talking recently with some residents who were fondly remembering the Friends Holiday Bazaar that used to be held at the Community Center. Sue responded that although it was a nice event, it was a lot of work which is why we stopped doing it.

Jim asked if we could talk about the Drop In Center again, asking how the attendance numbers have been. Sue said we've had a good turnout, with at least 10 at each session, usually more on Wednesdays.

Pam said that it's been steady and they are hoping it will pick up after the holidays. Pam said that the Sherborn Police are super happy to use it, rather than Dunkin Donuts, and that it's turned out to be a great way for residents to interact with the police in a casual way. Sally added that she was impressed with how many men were there today. Carole asked what is "successful" and most replied 12.

Sue reminded the Board that we still need people to sign up for coverage of Sit'nSip in January and going forward. Sue said that Tuesdays in January are covered by a volunteer. Pam reminded that she is away February, March and the first week in April.

Jim also asked: Looking ahead and thinking about seniors working off their tax liability, can we put this in our budget? Sue said that she's already talked with Diane about this and it's in her budget.

In terms of New Business, Pete offered a recommendation that the Board appoint Jim Campbell as an Associate Member, pending his letter of resignation from the Board. Lori motioned to approve; Ken seconded, and there being no further discussion, the motion was approved by unanimous roll call vote.

Pete added that Denise Orlando is planning to submit her application for the Board when she gets back from Italy, With Denise in place, we will be all set with a full Board. Jim suggested we consider Tom Urmstrom. Tom used to be on the Planning Board and would provide some gender balance. Ken offered to follow up with Tom.

Adjournment

Pete reminded members that our next meeting will be Tuesday, January 30. There now being no further business to discuss, Pete asked for a motion to adjourn.

Motion to Adjourn: Pam motioned, Ken seconded, and the motion was unanimously approved by a roll call vote.

The meeting adjourned at 3:05pm.

Meeting Schedule for 2024: 1/30, 2/27, 3/26, 4/30, 5/28, 6/25, 7/30, 8/27, 9/24, 10/29, 11/26 and 12/31

Minutes Approved on 1/30/2024. Attachments available upon request.