



## **Board Meeting Minutes of 6/25/2024**

Respectfully Submitted by Lori Howe

### ***Voting Members Attending:***

Pete Hoagland, Sally Tipton, Gerri Hawn, Ken Adams, Pam Sampson, Denise Orlando, Lori Howe

### ***Voting Members Absent:*** 0

### ***Non-Voting Associate Members Attending:*** Jim Campbell, Shruti Panjini

### ***Non-Voting Associate Members Absent:*** Pat Gray, Carole Marple

### ***Staff Attending:*** Sue Kelliher, Kristina Gallant, Melinda Morle

### ***Community Members Attending:*** 0

### ***Voting Members Absent:*** 0

### ***Quorum?*** Yes

**Call to Order** by Chair Pete Hoagland at 9:32 a.m.

**Minutes.** Pete asked for a motion on the April 30, 2024 Board meeting minutes. Lori noted that we are reviewing the April minutes as there was no May meeting, which was cancelled due to lack of quorum. Sally motioned to approve as revised, Pam seconded. There being no discussion, and one minor addition, the minutes were approved by a unanimous vote.

### **Treasurer's Report.** (see attached reports)

Gerri reported that we are nearing the end of the Fiscal Year. She noted that since there was no May report, members will see lots of expenses in this report. As far as the Town Budget goes, we are in good shape, although there are a few items that are way over budget. Over items can be covered by the Formula Grant if need be. There is one new grant from the Sherborn Business Association which will cover two months of the Men's Lunch. Sally asked what changed in the new FY Budget and Gerri responded that mainly Postage and Mileage were increased.

### **Director's Report** (see attached)

Sue opened by thanking everyone for her farewell party and the kind and generous gift from the Board. She also expressed how much she will miss members and staff alike but assured all that she will be around and expects to see them often. Sue went on to her monthly report, announcing that she received a lovely "going away present" in the form of two new grants. Both are from the MCOA, one for \$7,250 to increase public awareness of the COA and the other for \$6,300 to develop and implement outreach programs. Also the Friends gave \$1,500 to help with cost of the Men's Lunch which will now be held on the second Friday of each month as Fireside is closed on Mondays. At the last Men's Lunch, 23 guys attended and thought the food was better than the Heritage. The charge is now \$22 pp which includes a soda.

Sue went on to explain that we are winding down the year and evaluating programs and activities. They are trying to figure out what to do for exercise during the Summer. There is a Disability Committee in which Sue has advocated for COA involvement. She contacted Frank Hess to see if we can sit in on meetings. Also, Sally has been on the Springwell Board but will not continue. They meet the 4<sup>th</sup> Wednesday of the month on Zoom. This Board is bigger since Baypath joined. Sally explained their services which include meals, transitions from hospital to home, home health care, protective services, health care, and more. She noted that Springwell struggles with Home Health Care as there are just not enough staff. Sue meets with Springwell's CEO every other month, and in fact her last meeting is this afternoon.

Sue went on to say that she applied for a tech grant from the Mass. Cultural Council, as Kevin has gone up quite a bit in price for his services. Pam suggested going through DSHS and get Seniors who are both tech savvy and need community service hours. Sue replied that we already have two high school volunteers. Gerri asked if Julie, the Computer Mom, would be interested in teaching a class and Sue said they would reach out to her. Shruti added that there are tons of YouTube video tutorials that we might consider using in a class that someone would direct; this would provide a hybrid that might be more cost effective.

Sue went on to discuss Sit 'n Sip. She reported that she and Pete had met with Dough Furbush of the Community Center Board and he agreed to keep the terms of our arrangement the same. Sue posed that the big question is whether we want to continue Sit'nSip and how to do it. Pam said that we pretty much have the same people each week and we need to attract others. Denise suggested that maybe it would help to go to one day a week. Gerri said she's looked at the costs, which are about \$330/month; amounting to almost \$4,000 for the full year. Ken thinks we should expand the size of the room and take over the large room on the first floor to allow for more activities; this would be more exciting and more welcoming, however Ken does agree that we have to figure out how to attract more people. Denise offered that she thinks the smaller, closer atmosphere is more intimate and comfortable. Pam said that we have only five regulars plus Police officers and a Board member/volunteer and no one really comes before 10am; with that in mind, we might consider shortening the hours and possibly change to other days, such as Wed/Saturday, or Wed/Friday, or go to just one day a week. Gerri said that the Community Center wants to have Saturday available for events. Denise said that if we change the time to 10-12, we'll only need one volunteer. Ken suggested that Frank Jenkins could help expand attendance. Melinda suggested making it one day/week with a dual model of Sit'nSip + Grab&Go. Jim reminded the Board that all this came up from the community survey that showed a large percentage of residents over 70 wanted this type of facility. Sue feels that we need someone to coordinate the calendar and volunteers. Jim asked whether we are using people who want to get the tax write-off and Sue replied affirmatively that we are using them for both Sit'nSip and Senior Café.

Discussion continued with Pam commenting that if we've helped five people then we're a success and suggesting that we consider going to one day per week and making the hours 10-12. Gerri asked what day and Sue recommended Wednesdays because that dovetails nicely with the Good as New Shop. Ken offered that if we stop Sit'nSip it will be very hard to restart and thinks we should try Wednesdays and if

people complain, then we can add Tuesdays back. He suggested a 9:30 start time and Pam said that would be fine. Gerri asked if we reduce to one day a week whether that would change our deal with the Community Center.

Pete asked if the Board was ready for a motion. Pam responded that she would like us to continue running Sit'nSip at the Community Center one day per week, i.e. Wednesdays, from 9:30 to 12, and asked Ken if he'll continue. Gerri thought 10-12 was better as the official time, although we can expect some people to arrive a bit early; the volunteer should be there at 9:30. Melinda asked whether she should ask Dunkin Donuts to donate bagels and members all responded Yes! Denise offered to coordinate volunteers. Sally motioned that COA continue to operate Sit'nSip at the Community Center one day per week, i.e. Wednesdays, from 9:30 to 12, with possible renegotiation of the rate. Denise seconded and the motion passed unanimously.

The next item is the Disability Committee which Sue has already discussed. Pam offered to help as she knows a lot about disabilities and the law. Sue will give Pam the committee information.

**Update on COA Strategic Plan.** Lori noted that the staff have made substantial progress on the objectives and Gerri suggested we look at the outstanding items. Sue discussed the following:

- We are still waiting for the outside signage to be installed;
- We're doing quarterly information meetings, the next of which will be a presentation by two women on the Governor's Council;
- We haven't started work on Dementia/Age Friendly community, although we are working toward it, knowing that is a huge commitment of time and resources.
- She has incorporated Town Employees in the LINK to foster greater town-wide understanding
- Everyone continues to look for interesting new programs;
- Sue doesn't know what is happening with Sustainability since Dorothea left;
- We haven't participated in Planning Board or Rec Committee meetings as we haven't been able to establish a working relationship;
- We did a Current Events class and have expanded our Library options;
- Haven't heard any more about the Town Campus Committee. Sally offered that things are on hold while they figure out who should manage the money;
- Sue has continued to ask Sean about the Sidewalk initiative but has been unable to get any updates;
- Did a five-week series with Pilgrim Church on "Should I Stay or Should I Go?" which was well attended; Gerri asked if Sue could do a summary, to which Sue responded that it's on the website and that there's a YouTube video;
- We did the Adult Resource Fair which was a big success;

Sue pointed out that most of the objectives have been addressed and suggested the Board think about the Plan over the Summer and then decide what other things to take on.

## **New Business**

*Election of Officers.* Pete announced that Tom Urmston and Pam Sampson have been officially appointed as Board members and that it is the time of year to elect Board leadership for the coming fiscal year.

Gerri nominated Pete Hoagland as Chairman and Pam seconded; there were no other nominations and the Board voted unanimously to approve Pete as Chair.

Gerri nominated Sally Tipton as Vice-Chairman and Lori seconded. There were no other nominations and the Board voted unanimously to approve Sally as Vice-Chair.

Lori nominated Gerri Hawn as Treasurer and Sally seconded. There were no other nominations and the Board voted unanimously to approve Gerri as Treasurer.

Gerri nominated Lori Howe as Secretary and Pam seconded; there were no other nominations and the Board voted unanimously to approve Lori as Secretary.

In closing, Pete extended a huge heartfelt *Thank You* to Sue for all her contributions to COA and complimented her on creating and leaving a well-oiled machine to continue her work. Pete went on to welcome Kristina in her new role as Director and reminded her and Melinda that the Board is here to help if any needs arise. He also noted that the Assistant Director position has been posted.

## **Adjournment**

There being no further business, Pete asked for a motion to adjourn.

Sally motioned to adjourn, Pam seconded, and the motion was unanimously approved.

The meeting adjourned at 10:40a.m.

***Minutes Approved on 7/30/2024. Attachments available upon request.***

*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