COUNCIL ON AGING BOARD MEETING MINUTES

WEDNESDAY, DECEMBER 7, 2022

9:00 A.M.

PRINCETON SENIOR CENTER, 206 WORCESTER ROAD

PRESENT: BOARD MEMBERS: Jane Giumette, Barbara Guthrie, William Lindquist, Donna MacKenzie,

Wendy Pape, Susan Stolberg

 BOARD ALTERNATE: Fran Thomas

 DIRECTOR: Judith Webster

 ASSISTANT COORDINATOR: Colleen Mullaney

 GUEST: Jen Greene

 ABSENT: Michael Warren, Board Member

**Minutes** of the November 2, 2022 meeting were approved as presented. Judith requested clarifications on two items in the November meeting minutes. (1) Grab and Go. It was agreed in December that the question of continuing drive by grab and go’s will be an agenda item for future board meetings. (2) At our November board meeting, Wendy had noted that she would be responsible for preparing an inventory of the medical equipment housed in the basement storage room. Following the meeting she decided not to take an inventory of the equipment. Judith does not think an inventory is necessary. Judith reported that she and Colleen will take responsibility for the medical equipment and will not allow the equipment to accumulate in the hallways of the Center. They will request help with the equipment when/if it is needed.

**Introduction of Colleen Mullaney, Outreach and Assistant Program Coordinator.** Colleen was introduced as the new COA staff member. Welcome Colleen!

**Turkey/Ham Distribution.** Board members noted that it was difficult to distribute turkeys at the same time grab and go meals were distributed. In the future those activities need to be done separately. Also, some of the people on the list to receive turkeys were not in need. The Wachusett Rotary Club will not be distributing hams at Christmas time this year due to budget constraints. After much discussion, it was agreed to spend up to $150 of COA funds to purchase no more than 20 hams to distribute to seniors at Christmas time who may be in need. Fran will ask the BIG Y if they might make a donation toward the purchase of the hams.

**2023 Financial Report.** The report reflects income/expense through mid-November. As the report show, no charges for propane or building repairs/maintenance have been made to date.

**Draft Budget for 2024.** Guidelines from the town have stated that budgets should show no more than a 4 percent increase over the FY2023 budgets. No salary increases are to be made. The draft COA budget shows a 4 percent increase in most line items with the exception of electricity (6%) and heating/propane which shows an increase of 20% over actual costs for FY22. Donations and EOEA funding will be used to support programming costs. In response to a question as to whether we should upgrade our MY Senior Center software, Judith noted that we are not ready to go to the next level as the existing data base needs to be updated/cleaned up. There have not been any decisions made yet as to whether any capital expenditures will be needed.

**Chat & Go.** The event will be held on December 14th beginning at 10:30 a.m. Quabbin Valley Healthcare will not be providing cookies. Judith has purchased some snack food and bags. Jane will purchase small candy canes and donations of Linz chocolates will be included as well.

**Programming.** A new stretch and flow yoga class has begun. This class is less strenuous than the previous yoga class. To date it is well attended. The Barre/Pilates/Yoga and Tai Chi classes will be eliminated due to poor enrollment.

The lecture for the month of January will be on Cannabis. Date is January 25, 2023. A vendor (Heart to Home) who provides prepared meals will provide a luncheon on January 12, 2023 for 20 people who sign up to sample their offerings. A couple of different entrees will be available to sample. The vendor provides a variety of different options including size of meals/variety/diet sensitive/etc. Meals are delivered directly to people’s homes.

The Wachusett Rotary Club is providing a grab and go lasagna dinner in February. Interested people will need to sign up through the Holden COA. Several people have expressed interest in preparing grab & go meals in the future. It has been determined that meals must be prepared on site at the Senior Center and not somewhere else and brought in.

Judith announced that the first herb/spice meeting will be held today. Five people have signed up to participate to date. More people will be welcomed. Fran noted the cost of doing an on line Serve Safe course (on food handling) is $20.00.

**Newsletter Update.** The timing for preparation of the newsletter is difficult. The content must get the graphic artist by the 10th of the month and then to the printer by the 15th if the newsletter is to get to residents by the first of the month. In the future, the newsletter will be mailed to Colleen’s home.

**New Business.** Fran reported that the Planning Board will be meeting at the Town Annex Building tonight and will be reviewing the Housing Plan.

Wendy will address Christmas cards to Princeton residents who are 80 and above.

A tea will be held on January 25th for current volunteers and potential new volunteers.

Discussion was held about the need to have the salaries of the COA staff increased. It was suggested that calls be made to other towns to determine what their COA staff are paid. The question was raised as to why town employees who don’t receive benefits can only work up to 19 hours/week. Is this a municipal rule or town rule?

Bill reminded everyone that today is the anniversary of the bombing of Pearl Harbor.

Meeting was adjourned at 11:05.

**NEXT MEETING: WEDNESDAY, JANUARY 4, 2023, 9:00 A.M.**