TOWN OF PRINCETON

COUNCIL ON AGING BOARD MEETING MINUTES

MONDAY, FEBRUARY 8, 2021

9:00 A.M.

VIRTUAL MEETING

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

 Wendy Pape, Susan Stolberg, Michael Warren

 BOARD ALTERNATE: Jane Giumette, Fran Thomas

 DIRECTOR: Judith Webster

 UNABLE TO ATTEND: Terry Thompson, Board Member

 Nickole Boardman, Admin. Assistant

Minutes of the January 7, 2021 were approved as presented.

FY21 YTD Budget. The expenditure ledger indicates transactions through February 1, 2021. Judith, in analyzing the grab & go luncheon costs, feels that we can afford to do 2 grab & go’s monthly. The February 1st expenditure report indicates we are slightly underspending.

FY22 Budget. Judith and Wendy will meet with the Advisory and Select Board members on Tuesday, February 9th to review the COA’s proposed FY22 budget. As presented, the budget represents an approximate 5% increase over the FY21 budget.

Update on PO Account. Discussions with the post office regarding our post office account are ongoing. Receipts for previous mailings have been requested.

Newsletter. The February newsletter was sent out on time. People worked on the mailing from home. It was suggested we continue to do the mail preparation this way until people feel comfortable gathering at the Center. We will continue to prepare monthly newsletters as it is a good marketing tool for the Center and its programs. A working group needs to be established to explore printing alternatives.

It was noted that Ann Neuberg responded to the request for help in developing a “Friends of the Princeton Senior Center” group so that the Center could fund raise.

COVID 19 Update. Vaccinations were held for Princeton residents over 75 the previous Friday and Saturday. The process went well. However, Barbara expressed concern about the number of people in the building at one time and the lack of social distancing. Concern was also expressed that the space have a hospital grade cleaning once the vaccinations are completed. Judith noted that home bound people are on a list to receive the vaccination. It was noted that the Board of Health is responsible for this activity.

Grab & Go Luncheons. Fran has prepared a chart for the grab & go luncheons through December 2021. A tentative menu has been established. Board members are encouraged to sign up for the days they can assist. Fran will be one cook on Thursdays. She will need the assistance of one other person. Two people are needed for the final preparation on Fridays and 3 people will be needed for distribution and traffic control on Fridays as well. Except for months where there is a holiday, the grab & go luncheons will be held on the 4th Friday of the month. Nickole will take responsibility for setting up the 2nd grab & go’s on the second Friday of the month. These events will not require cooking but will require assembly. Jane volunteered to help with the assembly as she can do this at home. Barbara volunteered to assist with the grab & go luncheon distributions each month starting in March.

Outreach. Judith reported the website is not updated the way we would want it. Karen Cruise volunteered to help with the project. Rick Gardner will provide some training to Judith and Wendy in updating the site. The website will be moved to the Department section of the town website.

Judith is recommending that Nickole attend a “Publisher” software class to make formatting the newsletter easier. Another possibility would be to hire someone to develop a newsletter template. Also, the Grab & Go (as well as other attendance lists) be developed in Excel so that they can be alphabetized by last name.

Facebook is being updated by Nickole. Judith will contact the Landmark and Redemption Rock News to determine if updates are needed for these publications.

It was agreed to hold off on making wellness phone calls to seniors because of the activity that is occurring with the vaccine information.

It was noted that April is Volunteer Month. It was agreed to discuss what, if anything, we want to do to recognize volunteers this year, at our March meeting.

Formula Grant. The contract for FY2021 has been signed. The money should be received soon. The proposed amount of the formula grant may go from the current amount of $12.00 to $9.00 beginning in FY22.

Programming. The men’s group will be hiring some speakers for future meetings. Judith discussed the possibility of spending some money on hiring individuals/groups to put on zoom meetings for seniors. More discussion was held on having Diane Moore do a zoom exercise class from the Center. Judith will check with IT to determine if the lap top can be hooked up to the TV screen. Other programs such as travelogues etc. were discussed as possible zoom events. It was agreed that since the Library was doing “take & make” projects monthly, that we should plan different activities. Jane volunteered to put information on Next Door about the book club in an effort to attract more people. Titles for the March and April book club readings will be included in the next newsletter.

Other. Wendy agreed to reach out to Terry Thompson who has not been able to attend board meetings since schools began remote classroom learning last fall.

NEXT MEETING: THURSDAY, MARCH 4, 2021, 9:00 A.M.

Meeting was adjourned at 11:05 a.m.