TOWN OF PRINCETON

COUNCIL ON AGING BOARD MEETING MINUTES

THURSDAY, MARCH 4, 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

 ADMIN. ASSISTANT: Nickole Boardman

 UNABLE TO ATTEND: Terry Thompson, Board Member

**Minutes** of the February 8, 2021 meeting were approved as presented.

**Director’s Financial Update.** Judith reported the COA financials are in good shape. Some line items will be over and spending is less than budgeted in other line items. Monies will be shifted so that no line item will be overspent. The grab & go meals have cost approximately $1,000 from October through February which is a very reasonable expense. Board members were thanked for providing the labor for this project.

**Grab & Go.** Fran asked if there was some way to reach homebound residents with the Grab & Go meals other than folks that live at Wachusett House who are receiving these lunchs. Judith noted that she will check with the Board of Health to determine if we have a complete list of homebound residents. Nickole and Fran met with Sysco Foods. An account has been set up so that food may be ordered and delivered by Sysco. Our March dinner will be chicken & rice with chocolate cake. Denise Warren will assist Fran in preparing the meal on Thursday, March 25th. Donna, Wendy, Barbara, Pam & Bill Lindquist and Mike will heat, package and hand out the food on Friday, March 26th. It was agreed that we did not need to hand out plastic silverware with the meals. On Friday, March 12th green muffins & chocolates will be the Grab & Go. Judith will cook the muffins on Thursday, Jane will package them on Thursday afternoon, Mike, Sue and Bill will hand them out on Friday morning.

The April 9th Grab & Go will be a bagel and cream cheese.

Discussion was held about purchasing another small freezer to take the place of the one that was loaned to the Center. It has also been discovered that the grease traps in the sinks are overloaded so that the sinks have not been draining properly. It appears that the line has been freezing in the cold weather. A plumber was coming to look at the situation to determine the exact problem and how it can be rectified.

**Newsletter Working Group**. There has been no progress to date in looking at different printing alternatives for the monthly newsletter. The March newsletter is being mailed today. It was delayed because of an error made by the printer. Donna, Judith & Nickole will look at the various options we might have re using a different printer. Jane, Susan, Wendy, Barbara and Fran all agreed to be part of the production group in getting the newsletter ready for mailing. It has been suggested that people call the Center if they would prefer to get a digital copy versus a printed copy. Receipts have still not been received from the Post Office for the monthly mailings, so the exact cost is unknown at this time. It is also unclear who is paying for the postal permit.

**Website Working Group** is needed. Judith noted that the town manager was amenable to having the COA website listed under departments and boards & committees. Under the town website, it is very difficult to find anything about the COA. The goal is to get the COA calendar and programming information on the website as well as copies of the monthly newsletters. Some discussion was held on what the platform should be for sending out digital newsletters. Using My Senior Center would be quite difficult. Mail Chimp might be a solution. Suggested names for a working group to update the website included Karen Cruise, Wendy, Richard Chase and Rick Gardner.

**New Programs and Reinstated Programs**. A virtual mindfulness program led by Lisa Campbell will be offered free of charge on Wednesday, March 10th at 2:00 p.m. Signups will be required. If successful, the Center can apply for a $350 Cultural Council grant to run additional sessions.

Diane Moore will offer her exercise class via zoom on Tuesdays at 10:00 a.m. starting on Tuesday, March 23rd. Once the program can move outdoors, the class will be held on Mondays. Tai Chi will be offered again when it can be offered outside. There are links to Marty French’s classes in the newsletter. Participants will be responsible for paying Marty directly. It was requested that someone keep track of Princeton participants so that the information can be recorded in My Senior Center.

Judith suggested that the Center provide lectures on various topics via zoom for Princeton seniors. Some of the topics suggested were climate change, music programs, adult learning courses, bingo, etc. Other suggestions are welcome. In response to a concern about needing assistance in producing programs, it was suggested that something be put in the newsletter about looking for volunteers to help out with specific programs.

Nickole noted that there would be a card making zoom program on April 13th at 1:00 p.m. Kits would be picked up at the Center prior to the event.

**Creating a Friends of the COA Group.** Wendy, Mike, Judith and Ann Nueberg will meet to discuss the possibility of starting a friends group which would give the COA an opportunity to raise money to support COA programming. It was noted that at one time Aimee Kindorf’s husband had volunteered to help with establishing a 501©3 organization. Several other names were mentioned who might be interested in assisting with this process. Committee members will reach out to determine their possible interest.

**New Business.** Mike was thanked for his handling the weekly preparation of the Meals on Wheels program. He agreed to continue the preparation through March. The board contact list was reviewed. Bill Lindquist’s phone number was incorrect. Judith will add land line numbers to the list.

The clock which Doug Anderson restored and gave to the Center is now back at Doug’s home. The clock originally had been in the Princeton Center School. Because the COA has been closed the clock was not being wound so it was not working. The clock is marked as property of the COA. Doug will hold onto it for safe keeping. Wendy will send a thank you note to Doug for taking care of the clock.

Because of the lack of programming, volunteer recognitions will be skipped this year.

Judith noted that the COA has received 2 donations. Thank you notes will be sent.

Open Door Real Estate firm has moved upstairs over the Senior/Community Center. The realtors have expressed interest in sponsoring a program for the COA. A number of other Princeton businesses were mentioned as possible program sponsors as well.

Barbara will send Judith contact information for Bob Wilby, Paxton’s COA travel coordinator, to see if his travel events could be advertised directly to Princeton seniors.

**NEXT MEETING: THURSDAY, APRIL 1, 2021, 9:00 A.M.**

Meeting was adjourned at 11:20 a.m.