TOWN OF PRINCETON

COUNCIL ON AGING BOARD MEETING MINUTES

THURSDAY, MAY 6, 2021

9:00 A.M.

PRINCETON SENIOR CENTER – 206 WORCESTER ROAD

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

 Wendy Pape, Susan Stolberg, Terry Thompson

 BOARD ALTERNATE: Jane Giumette, Fran Thomas

 DIRECTOR: Judith Webster

 ADMIN. ASSISTANT: Nickole Boardman

 UNABLE TO ATTEND: Michael Warren, Board Member

**Minutes** of the April 1, 2021 meeting were approved as presented.

**FY21 YTD and Year End Spending.** Judith reported that the expended amount previously shown in building repairs and maintenance had been credited to the wrong account. It has now been corrected so that the COA has the funds to pay the FY2021 rent. Cost of mailing the monthly newsletters is approximately $200. Money will be left in management salaries. Those funds will be used to provide Nickole with additional hours through the end of the fiscal year. Formula grant money has not been received yet. A small freezer, at an approximate cost of $200, will be purchased.

**Bylaws, Submission of Paperwork for Re-Election of Terms.** Newly elected member positions take effect July 1st. Existing officers are willing to stay on. Wendy and Mike have submitted their paperwork to the town. Questions about the existing bylaws include the following: Bylaws indicate board meetings are held on Tuesdays, but the board has been meeting on Thursdays. Terms of alternate members need to be spelled out. Procedures for amending bylaws need to be spelled out. Date of amendments need to be included. Need to clarify who has the final approval of bylaws. Wendy will meet with Sherry, the town administrator, to find answers to these questions.

**Re-opening Update and Protocols.** Consensus indicates that as many activities as possible be held outside as warmer weather returns, weather permitting. Hopefully by fall, activities can return to inside the building following CDC and Board of Health guidelines. The issue of whether we can ask for proof of vaccination needs to be determined. Book Club and Men’s Club could meet inside now if weather is inclement. It was felt that bridge should not meet in person yet due to handling of the cards and social distancing. Judith noted that the COA needs to determine how many people would be allowed to be in the space at one time based on square footage. It was suggested that perhaps the drive through area might be a good location for outdoor activities. Judith will check to see if that is possible. Tables and chairs could be set up in that outdoor space.

**Newsletter.** Donna reported that she has gone through the Landmark and the Redemption Rock News to determine who advertises in these newspapers. It includes fifty-two different companies/organizations. Donna will email her list to board members for their input. Judith will copy and scan the Chamber list to everyone for their review as well.

**Grab & Go.** The updated expenditure list was distributed. These costs are being charged to the formula grant. May 21st grab & go will include unstuffed peppers, slice of bread and homemade gingerbread. Donna will help with the cooking on Thursday. Sue, Barbara and another volunteer will assist with the distribution on Friday morning. Bill will direct traffic. Pam Lindquist will assist with the cooking on Friday morning. Nickole noted that Pepperidge Farm in Shrewsbury donates bread products for distribution to senior programs. Nickole’s Sterling driver will pick up items for Princeton to use with grab & go meals.

Jane & Terry will assist with the May 7th grab and go. It was noted that Judy Breen would be willing to cook a meal for one of the grab and go’s but it would have to be done mid-week. It was agreed to see if that could be scheduled for August. An ice cream truck is planned for June. Target date may be the Friday before Father’s Day (6/18). It will be held at the Central Street School or in the driveway outside the Senior Center.

Discussion was held about continuing 2 monthly grab and go’s; will grab and go’s continue after the senior center opens back up; should we put out a sign at the grab and go’s suggesting donations are welcome; if we continue grab and go’s after opening, do we give people the choice of taking the meal to go or give them the opportunity to come in and eat the meal on site. It was agreed to keep two grab and go’s monthly for now as it is a good marketing tool for the senior center. This will be revisited when we are fully open again.

The craft programs have been met with a favorable response. It is hopeful that these can continue in person once the Center opens up.

**Programming and Summer Schedule.**  Zumba has been temporarily stopped for now due to technical issues. It is hopeful that the class can resume in June – perhaps in person outside. Mindfulness continues through May and has been going very well. If the program continues past May, there may have to be a charge. It is possible that the program could continue as well when the Center re-opens. Tai Chi and exercise classes have started outside. There will be no exercise class on 5/17.

**Annual Princeton Art Exhibit, June 5 & 6, 2021.** The exhibit will be held in the Senior Center but the Friday night reception will be held elsewhere. In response to the members asking to come in the morning of 6/3 to hang and jury the works, it was agreed to ask that they come in on Wednesday, 6/2 and the afternoon of 6/3 so as not to interfere with the COA board meeting the morning of 6/3.

**Summer Barbeque Planning.** The plan will be to host the event in September and hold it at Krashes field. Mike has agreed to work with the town on the logistics. Nickole noted that Sysco carried many food options for barbeques.

**Volunteer Recognition.** Wendy sent letters to our FY2021 volunteers. Responses were very positive.

**Friends of the COA update.** No meeting has been held to date as we continue to search for people who are willing to help. Cost of starting a nonprofit is $800+. A lawyer would be needed. Brian Kindorf has indicated he would assist. Wendy will write up a more detailed article for the June newsletter. Barbara agreed to call Ann Neuberg to determine her interest in helping with this project. It was noted that Jean Strock and Vicki Whiting have also expressed interest in assisting.

**New Business.** Wendy noted again that the website needs to be updated and old information needs to be removed. Rick Gardner has indicated his willingness to help with this project.

Wendy also discussed a program where people could donate greeting cards to the Center for resale.

NEXT MEETING: THURSDAY, JUNE 3, 2021, 9:00 A.M.

Meeting was adjourned at 11:10 a.m.