

COUNCIL ON AGING BOARD MEETING MINUTES
WEDNESDAY, APRIL 5, 2023
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 (via zoom), Mike Warren
BOARD ALTERNATE: Fran Thomas
DIRECTOR: Judith Webster

Minutes of the March 1, 2023 meeting were approved as presented with the exception of correcting the date of the April Board Meeting from April 3 to the corrected date of April 5.

Financial Report FY23. The COA budget spending is on track. A new desk will be purchased with the remaining capital funds. Judith is ordering supplies and has put additional money in our post office account. The landlord is scheduled to have someone check the heating unit in the back area which is not working properly. Judith reviewed the Revenue Ledger which shows we have received \$22,464 from the State which includes monies received this year and funds that were rolled over from FY22. A report showing monthly donations received from class participants and expenses incurred related to classes was distributed as well. Judith noted she will provide revenue ledger and monthly income and expense donation reports on a quarterly basis.

Programming. The Volunteer Tea will be held on April 12th at 2:00 p.m. An email will be sent to people who have expressed interest in volunteering at/for the COA inviting them to attend. Sign up sheets will be available.

The CPR class has been rescheduled for May 3 and May 17. The class will be held from 10:30 – 3:00. Lunch will be provided. Cost is \$25/person. The classes are open to everyone in the community, not just seniors.

Line Dancing will be held on April 10, May 8 and June 5 at the Princeton Congregational Church.

Judith is hopeful that a Fall Prevention class will be held in May via zoom. It will be led by Tufts, Harvard and Brigham and Women's medical personnel. Judith is looking for someone who could provide an in person class on Fall Prevention as well.

A Hypertension class will be presented on April 11 by the same speaker who provided the lecture on Diabetes.

A six week Pastels Class will begin on April 25th. Funds for the class were provided by the MA Cultural Council. Sign ups for the class have been slow.

Judith is still working on scheduling a beading class and a felting class.

It was reported that Westminster's MOC meals come from the same location as Princeton's. The new location is in Woburn. The food comes cooked. The Center just needs to heat the food up to serve it. Westminster suggested that representatives from Princeton come to their Center to try the food.

Fran and Mike reported they had met with the director at Wachusett House about bringing occasional programming on site to the residents who live there. The director agreed to poll the residents to see what kinds of activities they might like to have. She also reported that many of the residents do drive. There is an on site building with a kitchen and meeting area where programming could be held. A coffee hour will be planned this month for the board and residents to meet and greet each other. Mike agreed to also follow up with Elderbus to determine if they could/would provide transportation to residents at Wachusett House to attend programs held in Princeton and at COA's in surrounding towns.

Donna reported she had talked to the COA in Sterling about Pickleball. Sterling requires participants to sign a waiver for pickleball as well as other programs. Wendy agreed to investigate whether Princeton has any kind of a waiver requirement.

New Locks/Keys. The front door lock has been changed and now has a key that cannot be duplicated. It was discovered that the other two doors to the Center had the same lock system as the front door so those locks will need to be changed as well to work with the new key. Ten keys were purchased. Instructions need to be located on how to change the lock box code.

Flooring Bids. Judith reported she has two bids to replace the flooring in the large room (Nu-England Services, Inc and Horrigan Flooring Center) and is waiting for one more bid to come in. The work to be done includes taking out the old carpet and installing vinyl flooring. The task will be paid for out of the FY24 capital line item. If the bids are under \$10,000 the work does not require 3 bids and the vendor does not need to be State approved.

Update on Second Position. Wendy and Mike will be meeting with Judith to revisit the job description before posting as it appears that it is unclear as to what qualifications we are looking for.

New Business. Barbara reported that she has been approached by Princeton seniors who would like to start a conversational Spanish class (a person to lead the group would have to be found) and to start a group for people who would like to play pitch. Judith will follow up on these requests.

Mike agreed to open the Center on Monday, April 10th for the Monday programming events. The Arts Society spring show will be held in May.

NEXT MEETING: TUESDAY, MAY 2, 2023, 9:00 A.M. PLEASE NOTE CHANGE OF DAY.

Meeting was adjourned at 10:40 a.m.