

David Ketchum called the meeting to order at 1:37 pm.

Chris Hottle read opening statement per MA remote meeting law and will serve as moderator.

Members present via roll call: David Ketchum, Deb Meadows, Barb Yates, and Kathryn Menangas

Staff present remotely: Chris Hottle

Public Comments: None

Motion made by Kathryn Menangas to approve minutes as amended of the October 7, 2020 meeting. Seconded by Barb Yates. Minutes approved 4-0-0.

Directors Report:

- Shannon to be updating Board member information list.
- Essential services are continuing, the podiatrist is active and booked until January 2021. There is an increase in medical ride requests. Outreach is busy with fuel assistance and economics
- Andrea and Chris are providing some outdoor home visits. Chris is continuing ZOOM calls with state providers, COA directors and the county incident report team. SHINE, the state program has been active during health insurance open enrollment which ends December 7, 2020. Legal services and the veterans service agent are also busy.
- The December newsletter will be sent to the printers on Friday, November 6, 2020. Rick and Nancy both have columns which have received positive feedback. "At-A-Glance" is a removeable insert that puts all the month's programs on one page. A reminder that people still must call in to pre-register even though the programs are remote.
- Andrea and Chris attend the human services group twice a month. The most urgent needs continue to be food insecurity and mental health.
- The entire staff will be taking dementia training.
- Nancy and Rick have received their ServSafe certifications. Other staff will be getting food handling certifications.
- Chris and Andrea attended the MCOA conference in October. One of the helpful workshops was one about connecting to technology. In older adults the barriers are different than expected. Mostly it is just not having learned the technology. There is a movement that says, "connectivity is a basic right like electricity."
- We must always be marketing ourselves especially during COVID.
- The new van was damaged in an unknown manner on the back door. It is being repaired.
- There will be a flu clinic next week. The VNA will be administering the regular vaccine. You must call the 7080 number to preregister.

Old Business:

- Building Updates: No changes since last month
- Reopening plan: We are monitoring the governor's orders, no move towards phase four. There are two centers on the cape that have started extremely limited programming.
- Budget: Will get the FY22 information from the town soon, will have to file online. FY21 is still bare bones. More info to follow next meeting.
- Programming: All programming is extremely time consuming as a staff member must be present during every offering. Programs will include a Veteran's service on November 11<sup>th</sup> and a documentary and live presentation by Wild Care regarding foxes and coyotes. The Davis Asher dinner will be on December 13<sup>th</sup> as a drive-by pick-up plus some delivery. The "coffee hour" hours will increase during the winter and we will add an afternoon tea. There will be a ZOOM New Years party with pick-up available for favors. All

this information will be in the newsletter. We are thinking about bringing back the movie showing as routine is always important. There will be one movie and one documentary followed by a discussion session in December. We will pick up the pace in January and February, possibly with a partnership with PTV. Remote is obviously not the same as “in-person” but provides necessary connections. Rick has helped several people with their ZOOM connections. Andrea has been holding limited visits in the multi-purpose room. We encourage you to let us know if you know of anyone who needs to connect. We are partnering with the Pre-K program by ZOOM to give seniors the opportunity to read a book to a group or to participate in a sing-along.

New Business:

- The kitchen will be up and running the first week of December. We will have something available weekly for pick-up.

Changes to the agenda: Move “reopening plans”, “budget” and “programming” to: “Director’s Report”. Leave “VMCC Building Updates” under “Old Business”. Move “Re-visioning the Senior Center” to “New Business”.

Next meeting scheduled for Wednesday, December 2, 2020 at 1:30pm. Motion made by Deb Meadows to adjourn. Seconded by Barb Yates. Vote to adjourn 4-0-0. Meeting adjourned at 2:35 pm.

Respectfully submitted: Kathryn Menangas, acting clerk