

COUNCIL ON AGING HYBRID BOARD MEETING - November 3, 2021

1. David Ketchum called the hybrid meeting to order at 1:33 p.m.

There were Board members entering the meeting remotely, so the MA remote meeting law was read aloud by Moderator Chris Hottle.

Members present via roll call: David Ketchum (in person), Penny Sutter (in person), Deb Meadows (in person), Barb Yates (remote), and Kathy Menangas (in person).
Staff present: Chris Hottle (in person).

2. Public comments: No public presence, remotely or in person.

3. **MOTION** made by Penny Sutter to approve the minutes of the October 6, 2021 meeting. Seconded by David Ketchum. **MOTION** carried 4 – 0.

4. Director's Report:

- Chris Hottle presented the Director's Report. The personnel issues remain, with the Program Director – fulltime and the assistant – part time positions still open. The custodian has also now left.
- The VMCC Building is open, with a mask mandate required.
- The majority of the activities are now in person. The computer Training has been very successful.
- Veteran's Day will be celebrated by COA at the Coffee Pot. A gift will be provided for the veterans.
- The Wednesday luncheon remains suspended, as there is no State certified chef to prepare the meals.
- Two full yoga classes are being run and a third class is being added.
- Wellness programs will be start through Human Services and the VNA for all to attend.
- December 12, 2021 will be the David Asher luncheon, with a drive through lunch provided in front of the Lobster Pot, like last year.
- The mobile food pantry is continuing in-house. The Family Food Pantry volunteers cannot enter the building, so the COA staff and volunteers provide the heavy lifting. The 11-24-21 date is moving to 11-29-21 to work around Thanksgiving.
- The COA will again deliver Thanksgiving turkeys to homes by request.
- During the recent bomb cyclone, the Town Emergency Management Team, including the COA Director, provided a charging station at the VMCC visited by 350-400 residents.
- This week is budgeting time for COA. The Personnel budget is up by 10 hours for one position. The COA audience has grown from 938 residents over 60 years of age in 2010 to 1500 over 60 years of age in 2020.
- Chris Hottle is working with the state and other COAs on providing a training manual, then a video and final in person training for COA Board members

across the state. There are 349 senior centers in MA, with approximately 95% of municipalities participating.

5. Old Business:

- The COA 50th anniversary is in 2022. The plans are to hold events in either April or May 2022.
- VMCC building updates: A new leak has been found in the kitchen over the regular stove. DPW is aware. The 6-7 original leaks still remain. The DPW is still looking to hire a Facilities Manager.

6. New Business:

- The Board will remain with a hybrid option for the time being.

7. The next meeting is scheduled for Wednesday, December 1, 2021 at 1:30 p.m. It will be a hybrid style meeting, allowing for in person and remote attendance.

8. **MOTION** made by Penny Sutter to adjourn the meeting. Seconded by Deb Meadows. The **MOTION** carried 4 – 0. The meeting adjourned at 2:35 p.m.

Respectively submitted,
Debbie Meadows
Clerk