

## COUNCIL ON AGING HYBRID BOARD MEETING - December 1, 2021

1. David Ketchum called the hybrid meeting to order at 10:05 a.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 (in person) 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 Barb Yates to approve the minutes of the November 3, 2021 meeting. Seconded by David Ketchum. **MOTION** carried 4 – 0.

4. Director's Report:

- Today is Kathy Menangas' last day serving as an alternate on the Board. We thank her for her contributions and her service.
- Chris Hottle presented the Director's Report. The Program Coordinator–fulltime position is still open. Chris has interviewed candidates for the position and is hopeful that someone will be hired for January. The part time assistant position is currently on hold.
- The majority of the activities are now in person.
- Three yoga classes are being run and a fourth class is being added. A fitness program is being added starting January 1, 2022, for a total of five programs.
- December 12, 2021 will be the David Asher luncheon, with a drive through lunch provided in front of the Lobster Pot, like last year.
- Nancy Dooley is returning as the Meal Coordinator and hopefully pick up and delivery meals can begin on Wednesdays in January 2022.
- The mobile food pantry is continuing in-house.
- The COA staff will provide some light sight seeing and goodie bags for the holidays for residents.
- Chris Hottle has prepared the COA budget and will be presenting it to the Town shortly. 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 and the number of programs continues to grow.
- Chris Hottle is working with the state and other COAs on providing a training manual, then a video and finally 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 50<sup>th</sup> anniversary is in 2022. The plans are to hold events in either Spring or Fall 2022.
- VMCC building updates: The leak in the kitchen over the stove hood continues, with plaster falling down. The temporary fix did not hold. This may impact the kitchen's ability to reopen the Wednesday lunch program. The DPW is aware. The 6-7 original leaks in the rest of the building still remain.

6. New Business:

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

7. The next meeting is scheduled at a new time and date, on Thursday, January 6, 2022 at 10:00 a.m. It will be a hybrid style meeting, allowing for in person and remote attendance. **MOTION** made by Deb Meadows to approve the new scheduled time and day. Seconded by Penny Sutter. The **MOTION** carried 4 – 0.

8. **MOTION** made by Deb Meadows to adjourn the meeting. Seconded by Barb Yates. The **MOTION** carried 4 – 0. The meeting adjourned at 11:36 a.m.

Respectively submitted,  
Debbie Meadows  
Clerk