

TOWN OF GROVELAND
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**GROVELAND COUNCIL ON AGING
BOARD OF DIRECTORS
MEETING MINUTES October 20, 2021**

ATTENDING: Kathryn Alesse, Dot DiChiara, Irene Thomas, Marie Waller, Anita Wright, Director Denise Gilman
Member of Public: Laurel Puchalski

CALL TO ORDER: Motion made by Dot DiChiara, seconded by Anita Wright at 9:40 a.m.

MINUTES:

- Motion made by Dot DiChiara, seconded by Anita Wright to approve Minutes of September 15, 2021 meeting. Unanimously voted.

TREASURER'S REPORT:

- Dot DiChiara made adjustments to give an accurate record of current accounts. Dot asked for an update on postage expenses, and Denise will pursue this information from the Post Office.
- Motion to accept report made by Marie Waller, seconded by Anita Wright. Unanimously accepted.

DIRECTOR'S REPORT:

- When Maria Yagual, Outreach, returns from leave the week of November 8, 2021, COA will be fully staffed again.
- The new COA van is on the road. Its larger capacity serves more people and impacts positively the variety of van trips.
- Continuing to see an increase in people requesting food, COA is dispensing food from UTEC Food Boxes from Haverhill, pantry items from Our Neighbors' Table and continues to use donated Market Basket Gift Cards. Thirty free lunches a month prepared by the Traveling Chef continue to be delivered until March. COA is seeking volunteers to help with the increasing food deliveries.
- Social events and classes, including a November 9th luncheon with entertainment, are being held in the town tent (as weather permits) or Town Hall. Grab & Go meals are an option for the Nov. 9 lunch. Slowly, more events are being planned in the Town Hall, but according to Town Hall rules, attendance must be limited and masks must be worn except while eating and drinking.
- Denise is recommending that inquiring Groveland seniors receive flu shots at local pharmacies, and is reaching out to the Board of Health about flu shots for the homebound.
- November/December Newsletter will be on the website. Efforts continue to update the mailing list and to increase the digital copies sent out and reduce the printed copies that are mailed.
- The Board of Selectmen has communicated with Director Gilman about stipends that were recommended by the COA Board of Directors for additional work responsibilities carried out to cover the duties of positions during leave or interim times. Because the stipend amounts are within the budget allowances, the Board is in unanimous support of continuing the stipends at this time and will participate in future discussions of this matter.
- The COA has scheduled a Holiday Luncheon for Dec. 16 and will be asking for raffle donations for the party.

OTHER

- Laurel Puchalski reported that Veasey Park is open to hosting Groveland and COA events. Veasey has appropriate space and is open to hosting the Tuesday morning 3B Class when the tent is no longer available. Denise will review the location.
- Dot shared documents for the 9th Annual November Calendar Raffle for the Friends of the Newburyport Council on Aging as a sample of one of their fundraising efforts that the Friends of the Groveland COA might review.
- Anita distributed copies of the Commonwealth's Council on Aging Policies and Procedures and A Guide for Board Members produced by the MA Executive Office of Elder Affairs in April, 2013. Members will review them to be informed.
- Director Denise Gilman invited members of the Council on Aging Board of Directors to come to her with any communications and concerns and to share any ideas, old and new, so we can be supportive to each other.
- Kathryn reported that the COA Board of Directors needs to appoint a Personnel Subcommittee. The committee agrees to appoint Anita Wright and Irene Thomas to fulfill this responsibility.

NEXT MEETING: November 17, 2021 at 9:30 in the Town Hall Meeting Room.

ADJOURNED: Motion to adjourn by Dot DiChiara, seconded by Irene Thomas at 11:40 a.m.

RESPECTFULLY SUBMITTED BY: Irene Thomas