

TOWN OF GROVELAND

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2023 AUG 18 PM 3:08

GROVELAND COUNCIL ON AGING BOARD OF DIRECTORS
MEETING MINUTES June 21, 2023

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ATTENDING: Linda Brown, Larry MacElhiney, Laurel Puchalski, Barbara Sanborn, Irene Thomas, Marie Waller.

ABSENT: Deb Stephenson.

CALL TO ORDER: Motion made by I. Thomas, seconded by B. Sanborn at 9:35 a.m.
COA Mission Statement read by M. Waller.

MINUTES: Motion made by L. Brown and seconded by L. Puchalski to approve minutes of May 17, 2023 with only L. MacElhiney and M. Waller abstaining due to absence on May 17. Motions made by L. MacElhiney and seconded by L. Brown to approve minutes of special meetings on June 1, 2023 to interview two COA Director Candidates and on June 8, 2023 to vote for the COA Director Candidate to be introduced to the BOS for endorsement. Both accepted unanimously.

FINANCIAL REPORT: Up-to-date report from the Town Accountant shared and clarified.

ASSISTANT DIRECTOR'S SUBMITTED REPORT:

- Darcy Lepore is welcomed as the new Vice Chair for the Friends of the Groveland COA. She brings valuable experience in having rebranded the Friends of the Library and is contributing her tech skills having already created a COA Friends Facebook page. Joanna Donnelly will continue as the Chair until the endowment left to the Friends of the COA by a generous Groveland resident is finalized.
- COA Town Website has been updated.
- The July/August COA Newsletter will be emailed on June 30. Costs prohibit mailing them at this time, but printed copies will be available at Town Hall and other Groveland sites.
- The Board thanks L. MacElhiney and COA van drivers, Frank and Maureen, for the many trips to Lawrence and Braintree to repair the van's heating/cooling issues. Fingers are crossed that it is now fixed, and there seems to be no cost to the town with the warranty covering the costs.
- Chair Puchalski and the Board thank B. Sanborn for her work with Assistant Director Burke, Town Administrator, and DOT staff for supporting and contributing to the application for an FY24 DOT grant of \$5,000, matched with \$5,000 from the Formula Grant, for multiple transportation expenses like the annual NEET fee, gasoline, van expenses, van drivers' phones.
- Any senior who uses the Groveland COA should get a "My Senior Center Membership" in the COA Office.
- Asst. Dir. Burke and the COA Board are grateful that Maureen Lee-Locke will be able to contribute her skills and positivity as Interim Outreach Coordinator and Van Driver until Aug. 22. The COA will need a Monday and Tuesday Van Driver beginning on Aug. 22.
- Assistant Director Burke has assembled welcome folders for the new Director, Alyssa Lee (starting July 5), and new Outreach Coordinator, Janet Delmare (starting July 11). Both will receive training for My Senior Center, Assisted Rides, Our Neighbors' Table.

- June 22 will be an Ice Cream Social at 1:00 p.m. under the tent with music by Chris Carter.
- Senator Bruce Tarr's office is sponsoring a MASSDOT/Senior Charlie Card Program on Tuesday, July 18.
- The COA will celebrate Older Americans Day on Aug. 17 with a lunch and entertainment of music from *The Sound of Music* partly funded by the Mass Cultural Council.
- The Friends of the COA have purchased the equipment for seniors to enjoy Ping Pong and Corn Hole games under the tent.
- Continuing programming will include movies, exercise classes, trips, Wednesday Game Day, Traveling Chef. The COA Staff can help with any questions.

INTERIM OUTREACH COORDINATOR'S REPORT:

Maureen Lee-Locke's data, recorded over several months, shows the food pantry's growth:

- From 125 lb. of food distributed in Dec. 2022 to 1,611 lb. in May 2023
- From 7 orders in Dec. 2022 to 76 orders in May 2023
- 76 orders (48 deliveries and 28 walk-ins) in May 2023

OLD BUSINESS:

- At the Groveland Municipal Stakeholder Committee on June 8, L. Puchalski and B. Sanborn learned the group is working in two phases. Phase 1 involves Groveland and similar towns near us surveying the needs in housing and transportation. Phase 2 involves visits to individual towns.
- COA Pantry Volunteers will continue to be in the pantry and collaborate with the Outreach Coordinator on Wednesdays, noon to 2:30, to help with the ONT delivery and fill orders for delivery through July and August.

NEW BUSINESS:

- L. MacElhiney made a motion, seconded by L. Brown, and unanimously voted, to accept the following slate of officers for the COA Board:
B. Sanborn for Chair, L. Puchalski for Vice-Chair, I. Thomas for Secretary, M. Waller for Treasurer.
- The Friends of the Groveland COA will meet on Thursday, July 13 at 3 p.m. in the Town Hall Main Meeting Room. This fund-raising and supportive group for the COA is seeking paying and active members, especially for the fall calendar raffle fundraiser at this time.
- The Board agreed to hold a July meeting with the new director, Alyssa Lee.

ADJOURNED: Motion made by L. MacElhiney and seconded by L. Brown to adjourn at 11:00 a.m. Unanimous.

NEXT SCHEDULED MEETING: July 19, 2023 at 9:30 a.m. in the Town Hall Main Meeting Room.

RESPECTFULLY SUBMITTED BY: Irene Thomas, Secretary