

TOWN OF GROVELAND
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**GROVELAND COUNCIL ON AGING BOARD OF DIRECTORS
MEETING MINUTES September 27, 2023**

ATTENDING: Linda Brown, Larry MacElhiney, Laurel Puchalski, Barbara Sanborn, Deb Stephenson, Irene Thomas, COA Director Alyssa Lee **ABSENT:** Marie Waller
PUBLIC: JoAnna Donnelly, John Osborne, Valerie Osborne

CALL TO ORDER: Motion made by L. Puchalski, seconded by L. MacElhiney at 9:30 a.m.
COA Mission Statement read by L. Puchalski.

MINUTES: Motion made by L. Puchalski and seconded by D. Stephenson to approve minutes of August 16, 2023 meeting. Motion made by L. Brown and seconded by L. Puchalski to approve minutes of September 18, 2023. Unanimous approval of both.

FINANCIAL REPORT: Director Lee reported that the MASSDOT grant money has arrived. The Formula Grant funds are expected in October. The attached Director Report data shows 1,919 Groveland citizens, aged 60 and older, and the anticipated grant amount of \$26,866.

DIRECTOR'S REPORT: (See attached September report for more details.)

- Director Lee reports that she received positive feedback for the format of the Sept/Oct newsletter that was delivered to every Groveland household. Several people were prepared to purchase chances for the Friends' fundraising raffle calendar on Groveland Day. Two COA Board members reported either not receiving the newsletter or receiving two, indicating delivery was not completely consistent.
- A challenge for the COA is having enough Market Basket gift cards to meet the demand. Despite the Groveland Congregational Church generously donating the cards regularly, the need may be at least twice the amount they can donate. Discussion included possible ways to reach out to the community to increase the supply and make it sustainable.
- Director Lee invites COA Board members to meet with Friends' of the COA officers to define the roles and responsibilities of each group, and meet with the COA staff to provide clarity on how all three groups can collaborate effectively to serve Groveland senior citizens. Perhaps this might be a focus for the Oct. 18 meeting.
- My Senior Center data shows that at least 1,000 times in August 2023, older adults in the community engaged with the COA staff and services including: meals, groceries, fitness, education, social events, transportation, and more.
- Director Lee looks forward to attending the MCOA Conference in Danvers in October. She reports that Joe Walsh is starting as Mon-Tue van driver on Oct. 2.

OLD BUSINESS:

- L. MacElhiney and Director Lee facilitated thoughts about the COA presence at Groveland Day and ways to be a more noticeable presence next year to promote the

COA's essential services, including one location on the field with front and back signage and an activity to draw in people.

- Food Pantry distributed about 900 pounds of food in July and about 1000 pounds in August. D. Stephenson thanks Assistant Director Burke for creating an online sign-up for volunteers through My Senior Center.

- An update from the Friends of the COA included:

*L. MacElhiney, J. Donnelly, J. Osborne, and Friends' officer L. Collins will meet with a financial advisor in Groveland to gather information on possible ways to invest the Sullivan endowment funds,

*The option to consider the 46 Washington St. property which Mike Dempsey described to the Friends and several COA Board members, but the consensus is that we should put a hold on taking action until more information is gathered about the property, its needs, and how CPA funds might be used,

*Director Lee suggested that we take the time needed to move forward with intention and purpose, to develop a task force, to designate a point person, to consider all possibilities for a Groveland Senior Center, including the plans and surveys that J. Osborne developed in the past, to use the Sullivan gift as leverage in showing the town that the gift is a partner in funding the process and project.

NEW BUSINESS:

- Discussion for inclusion in future newsletters included a more expanded calendar including community events and adding "Get to Know" profiles of staff and citizens that contribute in Groveland.
- Director Lee reinforced the need for a point person for future actions related to a Groveland Senior Center. The COA Board appointed Director Lee to the role.
- Future programs include a Halloween lunch at noon with entertainment by a Johnny Cash impersonator. Board help to set up is welcome.
- Monthly focus was on COA Board Subcommittees:

Personnel: L. MacElhiney, I. Thomas, Chair B. Sanborn

Finance: D. Stephenson, Treasurer Waller (will be asked), Chair B. Sanborn

Nominating: L. Brown, L. Puchalski- Director Lee suggests reflecting on matching skills we want on the Board (ex. health) with citizens who have those skills

Bylaws: L. MacElhiney, L. Puchalski, Chair B. Sanborn

Ad Hoc Focus Area Calendar: L. Puchalski, D. Stephenson

Senior Center COA Board point person: Chair Sanborn

ADJOURNED: Motion made by L. MacElhiney and seconded by L. Puchalski to adjourn at 10:35 a.m. Unanimous.

NEXT SCHEDULED MEETING: October 18, 2023 at 9:30 a.m. in the Town Hall Main Meeting Room.

RESPECTFULLY SUBMITTED BY: Irene Thomas, Secretary