

**GROVELAND COUNCIL ON AGING BOARD OF DIRECTORS**  
**MEETING MINUTES January 15, 2025**

**ATTENDING:** Laurel Puchalski, Barbara Sanborn, Deb Stephenson, Irene Thomas, Marie Waller, Linda Workman    **COA Director** Alyssa Lee    **PUBLIC:** Sharron Hines

**CALL TO ORDER:** Motion made by D. Stephenson, seconded by L. Workman at 9:32 AM. Unanimous. COA Mission Statement read by M. Waller.

**MINUTES:** Motion by L. Workman and seconded by D. Stephenson to approve minutes of the December 18, 2024 meeting. Unanimous of those present.

**DIRECTOR'S REPORT:**

\*Director Lee began by highlighting how the Strategic Framework for a National Plan on Aging (Dec. 2024), the Massachusetts State Plan on Aging (2021-2025), and the Groveland COA priorities for supporting older adults are aligned, especially in the areas of Age-Friendly Community Initiatives, Coordinated Housing and Supportive Services, Access to Long-Term Supports and Services, all of which indicate our need and movement to having a fulltime Outreach position.

\*Updates given on grants included the funds received as well as the funds for which our COA has applied.

\*A Women's Day Program is planned for Saturday, March 8th afternoon at Veasey Park.

\*Cultural Threads, a program connecting our community and highlighting creativity, will be the week of April 21.

\*Saturday, May 17 will be our second annual EngAGEment Celebration and Symposium,

\*The COA Food Pantry accepts donations from the community, especially food items on our Amazon Wish list and low-sodium heart-healthy choices for February, Heart Health Month.

\*All ten COA TaxWork-Off Program slots have been filled for 2025, with thanks for those who contributed to Groveland by working in the 2024 Tax Work-Off Program.

\*Sincere gratitude given to Joe Walsh for his personable and professional service as a van driver for the COA. The process to hire a driver to replace him is underway.

\*Assistant Director, Nisha Burke, reports data collected during the 2024 calendar year shows active program and service participation: people participated in trips and travel 434 times, used transportation services 826 times, interacted in classes and programs 385 times.

**OTHER BUSINESS**

• COA Finance Committee member, D. Stephenson, reports that the COA is scheduled to meet with the Groveland Finance Committee on Jan. 29 at 5:00 PM.

• Bylaws Subcommittee member, L. Puchalski, made the motion for the second official vote to approve the bylaws as written and amended to be put forward for the town warrant and town meeting for 2025. Motion seconded by B. Sanborn. Unanimous vote.

TOWN OF GROVELAND  
2025 FEB 11 AM 10:38  
RECEIVED  
CIVIL SERVICE  
POSTED

• Chair Sanborn announces the new member of the COA Board, Sharron Hines, and Nominating Committee member, L. Puchalski, makes the motion for Sharron Hines to join the COA Board. D. Stephenson seconds the motion. Unanimous vote. The COA Board seeks one more member.

**FRIENDS OF THE GROVELAND COA UPDATE:**

COA Board Sanborn presents the report on behalf of L. MacElhiney, the Chair of the Friends of the Groveland COA:

- The Friends of the COA welcome all to join the Friends with a suggested donation of \$10.00 or more. Letters have been mailed to current members and letters for new members are available.
- The Friends hope to revive the Town-wide Yard Sale and seek help for that event and for a Ladies' Tea. Contact information is in the EngAGEMENT Newsletter.
- A concert of the Northshoremen will be a fundraiser at Bagnall on April 11 at 6 PM.

**Discussion of monthly meeting focus area for the Board:**

**COA Board Strategic Goals for FY25-FY27**

- COA Board members shared their Big Bucket ideas, prioritized from each of the previously collected strengths and weaknesses internal to the COA, and opportunities and threats external to the COA. Discussion followed on next steps: forming a Board subcommittee, or having a Board workshop session directed by an experienced or certified facilitator.

**ADJOURNED:** Motion made by L. Puchalski and seconded by M. Waller to adjourn at 10:40 AM. Unanimous.

**NEXT SCHEDULED MEETING:** February 19, 2025 at 9:30 AM in the Town Hall Meeting Room

**RESPECTFULLY SUBMITTED BY:** Irene Thomas, Secretary