

## COA Board Meeting Minutes

January 11, 2024

9:00 AM

In Attendance: Bert Lannon, Helen Daly, Meredith St. Sauveur, Elizabeth Derwin, Joyce Boiardi, Bill Brown, Carol Maloof, Anne-Marie Gagnon, Andrew Lizardi, Brooks Corl, Kristi Christman

- The **minutes of the December 14th** meeting were accepted.
- Anne-Marie expressed her **gratitude** to the board for accomplishments in 2023 and for supporting her new position as Director. The board expressed their gratitude for everything Ann-Marie accomplished in a short period, and everyone expressed optimism about 2024.
- There is a **new pump** in the VMB which should prevent flooding during large rainstorms. The inadequacy of the existing pump was exposed during the December 18<sup>th</sup> storm. This storm also resulted in the cancellation of the holiday lunch.

### Programs

- Additional exercise programs beginning in January results in an **exercise class being offered in the center each day of the work.**
- A tech expert from the library has begun to offer sessions on **cell phone and laptop help** in the center.
- The **Sew & Stitch group** will begin January 22<sup>nd</sup> and held on Monday afternoons. About 10 sewing machines have been donated, and they will be working on stuffed bears for charity and offer time for individual projects.
- There is some momentum around starting **Mahjong** in the center. Carol can teach the game, and someone has reached out to donate a set.
- We are targeting end of March for an **open house for new residents**. Helen will contact Jim McCaffrey about leading a discussion on the history of Millis for this event.

### Transportation

- Anne-Marie is compiling data for the **MBTA for reimbursement for transportation** provided by the town.
- The town **lost the earmark for a new car** in the recent budget cuts due to decreased state revenue. The current plan is to keep the existing small car for one more year and work with the town budget and the Friends to replace the car next year.
- Van 3 was inspected and registered, and the **blue plates** for the vehicles are expected in the next couple of weeks. Blue plates mean re-registration is not necessary, but it is a loss of handicap plates.

### Financial

- The **budgeting process** for FY25 has begun and the COA is looking for level funding for the year. Anne-Marie's presentation to the Select Board is February 5<sup>th</sup>.
- There was a discussion on how the **COA Board and the Friends of the COA can work more collaboratively** to support the programs, transportation, and services for town seniors. Ideas include: a statement of the financial model used by the Friends and a more coordinated process for the COA board to make requests to the Friends. Meredith will attend the Friends

meeting next week to start a fuller discussion. Carol knows some people that may like to join the Friends board, and she is going to direct them to that group. Brooks will present the 2023 Friends financials at our February meeting.

### **Communications**

- The nomination form for the **Lansing Millis Legacy** award has been finalized and will be distributed in the COA newsletter, available in the center, and on the town website. All nominations will be due April 5. The selection committee will consist of COA director, COA board members, municipal employees, and town business leaders. The committee will be limited to 5 people.
- Anne-Marie distributed a draft of the **COA brochure**. Everyone should look it over and provide feedback.

### **Action Items:**

Brooks – prepare Friends 2023 statement for the February COA board meeting

Helen – contact Jim McCaffrey about a History of Millis keynote for the New Resident open house

Elizabeth – coordinate getting the Lansing Millis Legacy award nomination forms distributed and setting up the selection committee

Meredith – attend January 17 meeting of Friends of COA to begin the process of defining how the COA board and Friends board can work collaboratively to best use the funds donated to the Friends.

Next Meeting – February 8, 9:00 AM.