

COA Board Meeting Minutes  
May 11, 2023  
9:00 AM

In Attendance: Bert Lannon, Helen Daly, Meredith St. Sauveur, Elizabeth Derwin, Loring Barnes, Joyce Boiardi, Ellen Rosenfeld, Debbie Sand, Brooks Corl, Elizabeth Rectanus

### Update from the Select Board

- Select Board member Ellen Rosenfeld reported she is working with the owner of the land directly east of VMB as a possible site for a **new Senior Center**. Discussions continue with the landowner.
- Ellen also reported the **search for a new Director is underway**. The position has been posted on the town website, MCOAonline, MMA.org, and Indeed. Karen Bouret will be screening resumes and Ellen and one board member will be involved in the interviews.
- Ellen reiterated that the Senior Center/COA needs a **stronger identity**, and the board is the vehicle to drive this new identity. Don't be timid about making requests. Ellen is our Select Board contact, and we should use her. We need to portray, "It's a new day". This may involve changing the name of the Senior Center to represent something more vibrant, more engaging, and new. Change is coming, this is a great opportunity, and we should embrace it.

### Announcements

- Debbie Sand has been named **Interim Director** of the Senior Center.
- Bert Lannon will be receiving the inaugural **Lansing Millis Legacy service award** at the May 15th Select Board meeting. We are very proud of establishing this award, and our first recipient. The presentation will be early on the agenda – please attend.
- **Spring Lunch** is May 17. There is a waitlist to join. There will be ukulele music, and Loring and Joyce will be volunteering and meeting the attendees.
- We want to get the **COA to be more visible around town**. The Rolling Rally is a great time to get out and support the high school graduates, and make our presence known. We are going to research a banner for future events like this so we can show a presence. The Town Carnival, Millis Beautification Day, Memorial Day, Little League parade, town elections, Veterans Day are all opportunities for us to be visible and participating.
- The COA **volunteer lunch** is June 2<sup>nd</sup>. RSVP by May 25

### Chair's Report

- Loring went through the **Board Committees** and listed ideas for that committee to cover and members for each committee based on her conversations with people. Before the next meeting if the committees can meet and talk about how they would like to move forward that would be great. Also, think about other non-board members you would like to join the committee (it does not have to be all board members). Use the lists Loring provided as a starting point to discuss what you would like to accomplish. It does

not have to be all at once – make short term plans and think about longer term plans. Make priority lists. Feel free to include Debbie in any of your discussions.

- Loring provided a proposal for **FY24 goals for the COA**. Board members should look those over and come prepared to discuss at our June meeting.
- Loring provided a **working calendar**. We can use these events to drive programming around established national events. We want to add a Memorial Service to our annual calendar. We need a yearly calendar of revolving events.
- We may want to reformat the Memorial Service to incorporate it with another event and have it on the grounds of Town Hall.
- Helen reported Judy O’Gara would be willing to help us with **grant writing**. That is great news. Next step on that is identifying grants for which we are eligible to apply.

### Vice-Chair’s Report

- The board will host a **meet & greet** at 10:30 on June 8th. This is for residents who come to the Senior Center now or would like to give input on what would attract them to the Senior Center. Posters advertising the event will be put up in the center, and notification will be put on Facebook, and in the newsletter.
- Meredith has visited **Anthology** and feels there is opportunity to collaborate with them. She finds them friendly, welcoming, and interested in working with the Senior Center. It was noted we should also look at Willows in Medway for this type of relationship.

### Clerk’s Report

- **April meeting minutes** were accepted.
- We looked at a proposed **new format for the budget report**. Elizabeth and Debbie will meet with Andrew before the next board meeting to sort out the state grant and how it is spent and how we can best share that with the Board. It was noted that Respite Revenue was dropped from the statement this month and will be put back. We need to talk to the Town Treasurer and understand restrictions of the Gift Account, Assistance Fund, and Respite Revenue.
- A proposed **Mission Statement and Role of the Board** was distributed. Please look that over and offer suggestions or changes to Elizabeth. We will look at a new version in June including changes submitted.
- The main discussion around transportation was the **need for more drivers**. We have budget for drivers and will spend less than half of that this fiscal year. We should advertise for drivers so we can offer more rides to folks.
- **HESSCO** is able to provide \$50 in Farmer’s Market coupons this year (up from \$25 last year). Those who receive fresh produce from this program at home will have 3 deliveries rather than 2. HESSCO is lobbying for increases in the FY24 State budget for elderly housing, SHINE counseling, nutrition programs, and the hospital to home program. There are 237 people across the 13 towns HESSCO serves waiting for services due to lack of employees. This is a high number, but down from the peak of 310 people waiting.

### Director's report

- COA will have a table at the **Town Carnival**. It will have newsletters, information on Outreach, and File for Life. Board members are asked to staff the table on June 24th. Debbie will send out a sign-up sheet. Carnival is June 23 – 25. We need a banner, pop-up tent, and tables.
- Plans are underway for a **Summer Lunch** on June 20<sup>th</sup> in the gym. Debbie is looking into outdoor games.
- Debbie took over the center's **Facebook** Page and is posting there 2-3 times a week. Meredith agreed to share those items on Millis Public Forum.
- New Programming ideas are **bridge, mahjong, and scrabble**. We need a bridge instructor.
- **Outreach** for April was 100 people 262 times that were over 60 years of age, (compared to 134 people 349 times last April), and 7 people 10 times under the age of 60 (compared to 6 people 27 times last April).
- **Andrew** is coming up to speed on the Department Assistant position.
- Debbie asked all board members to **spend more time in the Center** talking to the visitors.

### Action Items

All – review mission and role of board and send updates to Elizabeth

All – review proposed FY24 goals Loring distributed

All – send any dates you will miss Board meeting to Elizabeth

All – work with your committee members and see about having a meeting before our June meeting

Debbie – get outdoor games for the center

Debbie –get sign-ups to staff the table at Town Carnival

Elizabeth – pursue getting a COA banner we can use for different events

Meredith – get with Debbie on Facebook posts for Millis Public Forum

Meredith - ask in Medway if they know of anyone that would be interested in teaching Bridge

Next Meeting – June 8, 9:00 AM.