



TOWN OF SHREWSBURY

Council on Aging

Shrewsbury Senior Center

98 Maple Avenue, Shrewsbury, Massachusetts 01545-5398

Shrewsbury Council on Aging

Shrewsbury Council on Aging Board Meeting

May 10, 2023

Minutes

COA Board Present: Jean Campaniello, Meenu Sharma, Arun Subramoniam, Alex Roman, Betsy Zuegg, Lori Jones

COA Board Absent: Judy Goodstein

COA Staff Present: Hollie Lucht, Renee D'Argento

Guest Present: Gail Aslanian- Community Presentation Committee Representative

The meeting was recorded by Marc Serra of SMC

1. Call to Order-The meeting was called to order at 9:30 am
2. Review and Act to Accept April 12, 2023 Board meeting minutes;
-Amendments were requested to correct spelling of SMOC and remove line on page three related to the van driver job description, it was incorrect.
Motion to accept April 12, 2023 Minutes as amended-**Passed**
3. Welcome Community Preservation Committee (CPC) Representative- Gail Aslanian
-Gail described the purpose of the CPC and encouraged our Senior Center to contribute to ideas, feedback and proposals for funds to improve life in Shrewsbury.
-Proposals are accepted beginning in July on a rolling basis as long as 90 days before the town meeting usually in the fall and in the spring. The application is on line and applicants need a town sponsor, i.e., the Recreation Department.
-Ideas brainstormed during our meeting by COA Board members included: Community Garden; Raised Gardening Beds; Pickle Ball Courts; Walking Trails refurbished (ADA compliant); Trails with plants identified with a kiosk; Open space; Respite locations; Play ground for all ages to come together like volley ball courts.
-The CPA works all proposals through the Planning Department in town.
4. Welcome Friends of Shrewsbury Senior Center- No representative today.
5. Review and act on Financial Reports-
- It was requested if we could also have a more simplified monthly report, similar to the reports we received last year in addition to the MUNIS reports we are now receiving. Hollie said that perhaps when the new assistant Director is hired and is trained on the MUNIS system, these reports could be generated.
6. Directors Report:
 1. Outreach- Renee D'Argento:

-Water Assistance: Assistance with public water bills will be attached to the fuel assistance requests. If the fuel assistance request is approved, water assistance will also automatically be approved. Deadline for applications is May 12, 2023 (received by SMOC). For more information contact the Assessor's office or Renee.

-Internet Safety for Seniors Session -May 15, 2023, with a local High School Student and a local police officer.

-Coffee with a Cop- First Monday of the Month, 9:00-10:30am, Senior Center Lobby, to discuss safety issues, no particular agenda. This is a get to know our local police officers. Different officers will rotate though the coffee get togethers. Refreshments provided.

-Fraud Squad Players- of the Family Center of Central Mass; June 15, 2023 12:30-2:00pm providing skits on how to avoid scams. At the Senior Center. Refreshments provided.

2. COA Information: Email Communications and the Open Meeting law was discussed in the context of wanting to better understand Board members thoughts on different topics. Hollie mentioned placing emails sent to her, then sent to the group Google Board. To be compliant with Open Meeting laws it is best to ask to have a topic added to the agenda for a Board meeting. It was discussed and decided to try and lengthen the Board meeting to two hours possibly starting in August to accommodate the number of increased agenda topics for Board meetings. It was noted that we can talk with another Board member one on one or up to three people about our thoughts but it can not be a quorum. It is still best to discuss issues at an Open meeting.
3. Veteran's Gift Cards Gift Fund: Since it is more difficult for one of our Seniors in town to solicit gift card donations for Veterans, it was asked if we could provide funds to replenish the grocery store gift cards to supply to our Shrewsbury Veterans. These are distributed through our Veterans agent located at the Senior center.

-Motion to use 1K the Gift fund to purchase grocery gift cards. **Passed.**

-Amended-Friendly amendment- Use the 1K across four months as a pilot project then review the results. **Passed.**

4. FY24- Calendar Activities- Change in Special Lunch Events provided and how funded. The Senior Center and COA will plan to keep the Annual Veterans Luncheon and the Volunteer Luncheon paid by the Council on Aging Funds. While the other special luncheons like the St Patrick's Day and Valentines Day luncheon events will no longer be paid by the Council on Aging funds; but will be offered as possibly being available for the Friends of the Senior Center to offer to the Shrewsbury Seniors with the help of the Senior Center Volunteers.

-Holly has been attending the Friends of the Senior Center meetings and keeping in touch through regular emails in order to collaborate effectively.

Other Events Planning: A once a month Pizza Party at 4:30 pm on Tuesdays to take advantage of the later Tuesday Senior Center Hours; and a Hampton Beach Trip.

5. Strategic Plan- Reviewed the proposal by the same person, Barbara Alevras, who developed the Shrewsbury Library strategic plan. This plan as written includes only virtual consultation with no visits to the Senior Center or in person meetings with the stake holders. The Board recommended at least one or more in person meetings to understand the space and the people involved in the planning process.

-No other proposals were submitted even when Hollie had put out RFPs for the job. Three proposals are not necessary for projects under 10K. Hollie will look into meetings in person.

-Other Issues not discussed earlier:

-Hollie asked if we would agree to Memory Café from \$4500 to \$2200. The memory café has been using the funds allotted at a slower pace than anticipated and the money could be used elsewhere.

- Also, Renee discussed the need for an off-site respite location.

-Note: Food Insecurity is a topic in need of discussion and will be moved to the **June Agenda.**

6. Activities Committee Update-Arun Subramoniam/Betsy Zuegg- Noted that items previously listed on the possible activities list related to security, and collaboration with the Public Library are already taking place.
- The Fraud Squad Players program and the Internet Safety session at the Senior Center both address security.
 - And the Public Library is offering computer classes to better understand Google Docs etc. to become more computer literate.
 - Board Members are encouraged to email Betsy and Arun with other ideas for activities.

New Business/ Old Business-

Old:

- Update on search for a new Assistant Director. References are being checked for a new Assistant Director.
- The COA Website needs to be updated.
- Pet Health Fair update- The Vet Mobile unit appointments are all full (24).
- Car Wash data discussion will be postponed to the **June Agenda**.

Adjourn: Motion to Adjourn- **Passed** 11:00am

Documents Provided and Reviewed during the meeting:

COA Board Meeting Minutes April 12, 2023
COA Board Meeting Minutes Amended March 8, 2023
COA Account May Totals Report
COA May Budget Line-Item Report
Proposal for Strategic Planning Consulting Services
Car Wash Cost and Services Spreadsheet

Respectfully submitted by:

Lori Jones
Secretary- Shrewsbury Council on Aging