

Council on Aging Board of Directors Meeting

Special In person meeting with remote access for members of the public

July 22, 2021 9:30 a.m.

Present: Director Jim Leyden, Chair George Shea, Vice Chair Fran Miffitt, Secretary Ellie Tyson, Marybeth Bergeron, Saul Finestone, Rose Morace, Marge Morgan, Sandra MacFadyen, Julia Moulton, Phil Hallahan, Eleanor Stolar, Maryann Squier, Judy Yaffe, and Theresa Yesu on Zoom.

Absent: Jan Komaiszko

Guest: Robin Frechette

- I. **Welcome:** George called the meeting to order at 9:30a.m. He introduced the two new members to the Board; Maryann Squier and Sandra MacFadyen. Saul asked if we were calling this an official meeting for the election of officers. George noted that a request was made by three board members to call a special meeting to discuss programs, the opening of the new building and election of officers. He also stated that according to the by-laws, the first meeting after July 1, the election could take place and the 22nd of July fit the time line. Saul wanted to make some remarks including the fact that Marybeth had dropped out of the running for chair.
- II. **Approval of Minutes:** The May 20th minutes were approved.
- III. **New business:**
 - a. **Preparing for the new Adult Center Opening:** The program committee consisted of Phil, Marge, Judy, Saul, and Eleanor. They were at an impasse as to how to help with the new building. They had wanted to have a meeting with Lyn Simmons on cost of things and for Jim to discuss what the council's role would be. Fran noted that her concern is what the staffing situation for the building. Do you need our help Jim? Phil who was chairman of this taskforce said the committee needed to regroup and that they did not accomplish what they set out to do. Saul noted that the pandemic was one of the problems. Jim stated as far as staffing concerns there will be an Assistant Director position and he is hopeful that Lindsay Gill, our program coordinator who has given her notice, will apply for that position. He noted it was posted and had hopes she would apply. There is an issue with Julie Pearce; she may require surgery on her foot which would require her to work from home. Lindsay is currently working from home as well. The clerk position is still in the works and hopefully by the time of the opening these positions will be filled. Marybeth noted that human resources are involved in the hiring, and it usually takes about a month to interview people. A question of when the building will be ready to open and Marybeth stated not before September 1st. I met with Marybeth regarding the Café yesterday and we discussed what we would be selling in the café. I noted that anyone interested in working there, notify Jim. Jim met with

the kitchen staff and they will be ready to go. The clerk position, he hopes, will go thru as well. He believes between the town and himself, we will be ready. When we do open, Marybeth hopes that all board members will participate in the opening. She would like the members to be in each room as greeters. Julia had a question regarding custodial help. Jim said there would be on site a custodian during the day from 7:00am to 3:00pm and at night from 2:00pm to 10:00pm. Julia wondered about a function during the evening to rent out space and Jim stated that the town would be in charge of that. If the town allowed us to rent out space, we would then advertise on the website and other means of marketing. The monies made would go into our revolving account. Marybeth wondered about the interviewing for the clerk position. Jim; the hope is the clerk will be in place by the opening.

Saul; for evening meetings, do we pay for use of the building? Jim; if it is a Longmeadow group there is no charge. Marybeth spoke of the possibility of raising the price on our Meals on Wheels and lunch program. Our lunch program could be raised from \$3.00 to \$4.00. Jim also noted that we need non-perishable goods for the food pantry. We are behind in our donations. Marybeth said that usually during the summer months donations can be down and hopefully more will come in during the fall. There is a collection box at St. Mary's Church and Fran wondered if Armata's had been approached for a box to be placed there. Rose noted that we are in competition with other food banks in the area. Judy suggested that we ask other churches in the area for help with the pantry.

IV. **Election of Officers:**

George- moving on to our next business which was election of officers. Saul noted that the committee is thankful for this to come to an end. Eleanor nominated Rose as Chair, and the nomination was seconded. All in favor, with 10 votes for Rose. Julie then nominated Phil for Vice Chair and the nomination was seconded. Fran then stated that she would like to stay in that position, so a secret ballot was taken. Phil was then chosen as the Vice Chair. Saul stated that the election was concluded and that Rose would be an excellent Chair. George then turned the meeting over to Rose as the new chair of the COA. Rose gave a little history and ended by saying her "eyes would be on the senior population in Longmeadow."

V. **Adjournment:** Adjournment was at 11:02am.

Respectfully Submitted,

Elizabeth Tyson