**North Reading Council on Aging**

**Meeting Minutes**

**Tuesday, February 20, 2024**

**Attendees:**

Daniel Greenberg, Chairman, Maxine MacPherson, Clerk, Valerie Schiavone, Member, Suresh Rao, Member, Kimberly Manzelli, Director Senior Center, Margie Salt, Member, Katherine McCabe Scott, Member, Angela Mauceri, Friends of COA

1. Meeting called to order by Dan Greenberg.
2. Minutes to the January 24, 2024 meeting were approved.
3. Working Groups
   1. Programs – nothing new. Programming on hold while still looking for additional space. Kim will look into using space at the Town Hall. The Senior Center may have to use sign up sheets for classes because space is at capacity. Kim also mentioned that the newer van passed inspection.
   2. Grants – some Mystic Valley grants and grant writing training will be available shortly and should be contacted to see what might be available. Dan looked at how many grants the Senior Center has gotten for a presentation to the Friends - $278,000 in the last 14 months.
4. Senior Center Director’s Report

**Program Update:**

* Aldersgate Church “Mondays on the Move” programming proved to be a successful pilot program with additional outreach to seniors. Last date for grant funding is 2/26/24.
  + Board of Friends of NR COA have voted unanimously to continue to fund rent at Aldersgate Church weekly, at $150 per week for 13 additional weeks ($1,950 Total)
  + Day at Aldersgate will change to Thursday weekly from March 7th – May 30th
  + Driver fee = $110.32 per week will be funded through transportation grant
  + No Altersgate for the summer due to lack of air conditioning. Lunch will be at the senior center again. Need funding to do church again in the fall.
* In – Town Transportation well utilized/increase in demand. Vans running at present time.
  + Transportation committee approved minivan purchase pending earmark contract signed, depending on funding may also be able to replace the 2008 van with a used newer van with lift. Earmark funding cut 50%
* Van driver's hours are reaching maximum allocated budget weekly of 35 combined hours total.
  + Back up van driver onboarding in process. We continue to look for a 2nd back up driver.
* Screened volunteer driver group for medical rides continues to fill gap in transportation

**Facilities:**

* Exterior Renovation Project in process
* Ramp exhibiting damage from ice/water, temporary repair completed, project request submitted to Capital Committee by Facilities to have engineer review ramp to see if it can be modified or replaced.
* Awaiting notice of award for handicap door buttons and flooring replacement, the latest promise is that we should hear from the state - Kim will follow up with Lil on status.
* Will consider implementing programs at other off-site space. Masonic Lodge and Congregational Church have offered. Challenges are faced with current staffing to utilize too many sites.

**Budget:**

* Monday yoga class funded by Friends of NRCOA through June 2024. 39 classes, $50/class, $1950 total. Continue funding? Awaiting decision from yoga instructor re: charging $5 fee per participant
* Budget Hearing scheduled for Monday March 4th at 7 p.m.
  + Request for Town to fund Aldersgate rent ongoing from September through May for programming in FY2025 Budget Proposal.
  + Request for van driver pay to be increased to $21/hour, average within surrounding communities.
  + Request for funding of wages for our Outreach Coordinator from partial grant funding to full Town funding. Town funding will be increased from 20-35 hours. This role is crucial to the Department of Elder Services and will allow for the Program and Transportation Coordinator positions to remain formula grant funded once and if the transportation grant funding ends.

**Dan will look into how many people can go to the Budget presentation.**

* Grants submitted/Letters of Support
  + Lowe’s Hometown’s Signature Grant submitted on 2/19 by Kim for $75,000. This would be for interior repairs/upgrades like kitchen, furniture and window treatments. The notification of awards will be in June 2024.
  + MCOA - Modernization grant awarded (software/kiosk) and implementation in process.

1. Friends of COA – thanked Dan for coming to their meeting and they are holding a special meeting with a speaker about antique dolls on March 9th and the annual tomato give away in

No old business or new business.

Next meeting will be March 19, 2024 at 5:30.

Meeting adjourned.

Minutes submitted by

Maxine MacPherson