



## Minutes of Town of West Newbury

### Council on Aging Minutes

Tuesday, December 12, 2023 at 10:00 am

The Council on Aging met in person in the SAGE Center/Senior Center on December 12, 2023. Chair, Dianne Faulkner, called the meeting to order at 10:00 a.m.

**Present:** Vicky Beaumier, Heather Conner, Gail DiNaro, Dianne Faulkner, Jessa Haynes, Marjorie Peterson, Richard Preble, Joe Publicover, Julie Ruscio, Bob Veator

**Guest:** Donna Publicover

**Staff:** Christine Marshall, Director & Jen Vincent, Nutrition Coordinator

**Absent:** Barbara Warne

**Secretary's Report:** Dianne Faulkner called for the Secretary's Report. One change was noted in the minutes; a correction from Gary to Gail under the Secretary's Report. Marjorie Peterson moved to accept the minutes of November 14, 2023 as corrected. Jessa Haynes seconded the motion. Minutes approved unanimously.

**Treasurer's Report:** The Financial Report and Expenses were reviewed for November 2023. Christine remarked that we are on schedule with the budget; funds used are at about 40%, which is where we should be for the end of November. The Food Pantry has been receiving an abundance of food and monetary donations. Community awareness through the newsletter and email blast has been very successful. The cost of printing the SAGE newsletter will be increasing slightly. Marjorie Peterson moved to accept the Treasurer's Report. Dick Preble seconded the motion. Approved unanimously.

**Director's Report:** Christine reviewed and made note of various line items on the report. Meals on Wheels, West Newbury for November increased. Food Pantry had incoming donations of over 1,000 lbs. for November. The cost of Holiday Bags was substantially less for the Thanksgiving bags as a result of the additional donations. There are now five (5) Food Pantry volunteers. Sunray Café in-person lunch in November was a Thanksgiving Gobbler sandwich and 28 seniors attended. 3B Exercise Classes are well attended. The 3B instructor is paid only by participant donations – suggested donation is \$5 per class. Christine will discuss with Brian Coyne changing the donation to a fee paid directly to the instructor to be consistent with the Yoga class. Pickleball is now finished until the spring. Greeting card workshop continues to be popular; Christmas cards scheduled for next week and upcoming will be Valentine's Day cards. Winter sand pails will be delivered soon by DPW. Games has a steady group attending. NEET medical rides continue to be well utilized. Foot care by Valerie continues to be very popular. Monthly blood pressure clinic usually brings in 2-4 seniors. Marjorie Peterson moved to accept the Director's Report. Jessa Haynes seconded the motion. Approved unanimously.

#### **New Business:**

- a. Marjorie updated everyone that she attended the reception to accept the \$2,000 donation from the Chocolate Tour. These funds are earmarked for help with prescription costs and medical transportation costs.

- b. While Marge was at the reception, other COA directors talked about a Craft Crawl. We will investigate this idea. If this is a fundraising event, we will need a new Friends group to hold this event.
- c. There was discussion about starting another Friends group; what would be involved and how it got started previously. The purpose of a Friends group is to fundraise to financially support programs and services offered by the COA. Christine made the following comments on COA programming/finances:
  - 1. We currently do not need additional funds to support our programs.
  - 2. We are offering as many programs as we can with our current staffing level and the number of seniors participating.
  - 3. In FY24 the Formula Grant increased to \$19,054 from \$15,996 based on the 2020 federal census data. These funds are used for programs and \$7,000 towards Jen's salary.
  - 4. The Revolving Fund was approved at the Special Fall Town Meeting on October 23, 2023. Once the Attorney General's office approves this by-law change, we will use this account to offset some program expenses – mostly the day trips.

#### **Old Business:**

- a. The MCOA SIG grant has been approved to purchase the My Senior Center Touch Screen System. Christine explained how the Touch Screen is used.
- b. North Shore Music Theatre trip to see *A Christmas Carol* is on December 13, 2023 with 14 people attending. Jen will provide a special holiday lunch at the SAGE Center before the show.
- c. The Holiday Luncheon and Musical Performance by the Page School was held on December 7, 2023 in the Annex. It was very successful with about 90 people attending.

#### **Other Discussion:**

Heather Conner spoke of awareness for helping others in the community as she encountered an unfavorable experience during a Meals on Wheels delivery.

Julie Ruscio spoke of Sweet Paws Rescue in Groveland, and her experience she had delivering a donation. It appeared they are very short staffed, could use volunteers and conditions were not favorable unfortunately.

#### **Adjourn:**

Vicky Beaumier moved to adjourn the meeting at 10:45 a.m. Heather Conner seconded the motion. Motion approved unanimously. Meeting adjourned at 10:45 am.

Respectfully Submitted,  
Julie Ruscio, Secretary

#### **Meeting Documents:**

- 1. Draft minutes of COA meeting November 14, 2023
- 2. COA Financial Report, November 2023
- 3. Food Pantry Expenses
- 4. Directors Report, November 2023
- 5. Copy of email from Madeline Noonan, Massachusetts Council on Aging - Approval of \$5,000 grant