

”[
,

**North Reading Council on Aging
Meeting Minutes
Tuesday, May 23, 2023**

Attendees:

Daniel Greenberg, Chairman, Katherine McCabe Scott, Vice Chair, Maxine McPherson, Clerk, Valerie Schiavone, Member, Margie Salt, Member and Kim Manzelli Director, Senior Center,

Meeting called to order by Dan Greenberg

Minutes from the Last Meeting – the April 2023 minutes were approved by the Board.

Reports from work groups:

- **Systems and operations** – Maxine, Larry was absent. Maxine discussed several program ideas:
Co-host programs with other organizations to bring down and share cost. An example, would be a group performs in the afternoon to attract seniors and another performance at the library for the public. This may reduce fees because they are doing two performances in the same place on the same day.

Have a Town book reading – one book backed by the senior center, library and school. Arrange talks and programs around the book. The Human Resource group usually does a book and maybe tie into this.

Dan mentioned a project he and his wife did on slavery in North Reading – might give a talk for Black History Month.
- **Programming – no report**
- **Grants – Valerie.** Mass. Council on Aging grants fall into 2 areas: programs/outreach and transportation. Maxine and Val will attend a meeting on the Mass grants next week. The Council needs to go after the programming grants and possibly join with other neighboring towns to increase chances of getting grants. Kim thought pairing with Reading would be helpful because of their similar population and nearness. She did join Reading recently in an iPad trial grant that would provide iPads to seniors in both towns and includes training on the device

Friends of the COA/Senior Center: no report

Director's Report : (Kim)

”[
、

Program Update:

- Meal Program is ongoing 5 days/week
- Aldersgate Church has agreed to use of space every Monday, beginning September 11, 2023. Cost is \$125/week for use. Friends of the COA have agreed to fund a 3 month trial. If trial is successful, plan would be to request Town funding to pay for this alternative space long term. There is some question about whether the Town needs to go through the procurement process on this (3 bids) or would it be just reimbursement for cost of using the space. Kim is also looking into the space at the Masonic Lodge.
-
- Second van is on the road on Tuesdays to support shopping and lunch.
- Van schedule is being assessed for maximum efficiency. In the process of hiring a backup driver, but still limited to 35 hours a week. Volunteer driver orientation meeting is May 25

Communication and Outreach:

You

- The Newsletter is in the process of revision.
- Weekly email communication continues
- North Reading Transcript and Norcam continue to publicize the Senior Center events

Facilities:

- New tables were delivered on 3/30 and are much easier when transitioning the room.
- Installing a Steam table is in process. Funding from Formula Grant and Capital Budget Request
- Interior paint - by Town in the future is still being considered
- Outside a sustainable garden is being assessed by Garden Club
- Town engineer and Town Planner are looking at traffic pattern
- Getting quote for rug replacement, flooring and handicap door buttons
- Trinity Church volunteers cleaned up outside the Senior center

Budget:

- Asking for an increase in the limit of revolving fund /warrant for Town Meeting
- The Senior Gala Fundraiser at the Hillview on Wednesday, Sept 27 from 4 to 7. Hillview is providing space and food will be through their catering.

Staffing

- Program Coordinator out on medical leave
- Kim has interviewed for a summer intern and will hire shortly

*

Old Business: (Di.

”[
、

Need to combine volunteer drivers. Will need drivers by 7/!. In town rides can be covered, problem is Boston hospitals and surrounding areas. Using Lyft or Uber type programs are too expensive. The Town does not have cabs and companies in the other neighboring towns are not interested. Medical rides will need to be limited by times and days. Transportation Committee is looking for alternatives, vouchers and/or grants.

The Committee would also like to find a software program that could be used to coordinate/control the rides.

New Business:

No new business

The next COA is set for June 27 at 5:30 via zoom.

Meeting adjourned.

Respectfully submitted,
Maxine MacPherson
Board Member