

Harvard Council on Aging  
Monthly Board of Directors Meeting  
Tuesday, January 17, 2023, 4pm – 5pm

**The Council On Aging Board of Director's Meeting is being held virtually in accordance with the Governor's Executive Order Suspending Certain Provisions of the Open Meeting Law, G.L.c.30A. S.20. Interested individuals can listen in and participate by phone and/or online by following the link and phone # below.**

Attendees: Debbie Thompson, Guy Oliva, Wade Holzman, Beth Williams, Margaret Murphy, Kelene Blumstein, Kim Schwarz, Carl Sciple

Not in Attendance: Chet Hooper, Lynne Musto-Pesa, Nancy Webber

Guest: Barbara Cerva, FCOA, Judy Ockene

Call meeting to order 4:02pm

- Approval of December board meeting minutes. Minutes were approved, as amended. Correction regarding number of Seniors, 1848 Seniors, aged 60 & over, 30%.
- Director's report.
  - The outreach team has collaborated with our police, fire, and EMS on how we can best serve the frailer elders here in town. Going forward, the COA will be holding regular meetings with our emergency services and do our best to keep anyone from falling through the cracks. This will be done always keeping confidentiality in mind during these meetings.
  - Our Farewell to Hildreth House party went very smoothly.
  - COA also offered a "Spa Day" which was booked from beginning to end with manicures, massages, and mini facials. In fact, it was so popular, we will be having the Westford "A Spa for You" back again next month.
  - Debbie answered the following questions from the Finance Committee on the COA's budget request: We asked for 150 increased hours to be added into the budget for FY24 to cover the increase in demand for the COA van. The Finance Committee wanted to see any documentation that shows we need those extra hours, so Lisa developed an excel form to show the increase this year compared to last fiscal year. For example, our van had a total of 698 requests for the entire year of FY22, and just in the last 6 months of FY23, we have already had 613 which shows an increase in rides. In addition to that, MART had a total of 884 rides in FY22, and so far, this year the COA has had 497 rides.

- Treasurer's Report January 17, 2023, as of 12/28/2022

Account Balance Percentage used

COA Wages 131,052.80 40.4%%

COA Expense 7,014.80 33.5%

Mart Wages 9431.47 53%

Mart Expense 619.37 38.1%

Formula Grant 18260.85 (out of 22,176)

Revolving Acct. 3,098.64

Gift Account 94,299.20

- Update on progress with new building.
  - The suspended ceiling has started to be installed.,
  - Toilets have been installed.
  - The kitchen's 3-bay sink & faucets are in.
  - Projected move-in is still at the end of February. Project is coming along.
- Public comment and other items.
- Meeting calendar for 2023.
  - February 21<sup>st</sup>, 2023 at 4:00pm
  - March 21<sup>st</sup>, 2023 at 4:00pm
  - April 18<sup>th</sup>, 2023 at 4:00pm
  - May 16<sup>th</sup>, 2023 at 4:00pm
  - June 20<sup>th</sup>, 2023 at 4:00pm
  - No July meeting
  - August 15<sup>th</sup>, 2023 9:00-11:00 am (in person at new building)
- Closing remarks and meeting adjourned. Meeting adjourned at 4:24PM.