

Harvard Council on Aging
Board of Directors Meeting Minutes
Tuesday, January 18, 2022

Meeting via Zoom Conference
Commenced at 4:02 pm

In attendance: Debbie Thompson, director, Guy Oliva, Fran Maiore, Kim Schwarz, Beth Williams, Lynne Musto Pesa, Chester Hooper, Barbara Cerva

Absent Carl Sciple, Cathy Walker

Public Comment - none

Director's Report: Outreach numbers have doubled in this last month. 64 clients were contacted. The council is still looking for high school students to help aging seniors with snow shoveling.

Director met with the Finance Committee to defend the Fy23 budget which includes expanding the administrative assistant position to an assistant director position - thus increasing the hours to 30 to 40 hours including a pay raise.

Staffing - employees have rearranged their schedules for Covid protocols to maintain proper social distancing and to have only one person in an individual office.

All upcoming programs are virtual for seniors.

Treasurer's Report:

COA Salaries usage to date 46%
We are 1/2 way thru our fiscal year. We have 54% remaining
Gift account has 99% remaining - earmarked as funds for the New Building

Lancaster County Road updates:
Drafts of the contracts for the architects are being created
The PBC has at 9am 1/19/22 meeting on Zoom
Construction bids will go out shortly

Other business:

Cathy Walker has taken a full time job and cannot attend board meetings - however she is still willing to create the spread sheets as our treasurer . There was a general consensus that Cathy can proceed with the task of making the spreadsheet

Margaret Murphy as volunteered to take the business minutes for February, 2022. Nancy Webber will be out of town.

Meeting adjourned at 4:20pm

Minutes Respectfully submitted by Nancy Webber