

**Freetown Council on Aging
227 Chase Road, Freetown, MA 02717**

**Meeting Minutes
Wednesday, April 12, 2023**

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2023 MAY 22 AM 11:00

Members Present: Robin Kendrick, Bruce Wilbur, Brenda Motta, Marion Rylands, Ruth Ferland
Absent: Evelyn Alves

Members of the Senior Club were also present.

Call to Order

Robin Kendrick called the meeting to order at 1:05 PM.

Secretary's Report

The meeting minutes from March 7, 2023 were reviewed. Bruce Wilbur made the motion to accept the minutes. This was seconded by Ruth Ferland. All in favor.

Mr. Wilbur reported there are investigating a grant to hire a kitchen cook.

The Freetown Senior Club has offered 5 tickets for the Zeiterion Theater to attend "Joseph and the Amazing Technicolor Dreamcoat". Tickets are \$49 and are available to our seniors. Seniors are asked to contact Grace Medeiros at gred13@verizon.net.

Treasurer's Report

No Treasurer's report was provided at this time. Mr. Wilbur will present a print out for the next meeting for all to review. He indicated there is an opportunity for \$30,000 available in grant money. Will discuss filling out grant forms with our new Director, Rebecca Frias.

Old Business - FY 2023-2024 Capital Assets Budget-Handicap Van

Both Representatives Schmidt and Fiola are making an effort to assist us in acquiring a grant to purchase a new van.

New Television

The new television for the waiting area in the pool room has been delivered and will be mounted on the wall for visitors to enjoy.

Kitchen Utilization

The kitchen was utilized by the Senior Club on April 6th. It was reported that the event was a success. New dish towels and pot holders will be purchased now that the plan is to make the most of our kitchen in the future.

Chair Yoga

The first chair yoga was a complete success. All our seniors were pleased and totally enjoyed the exercise. Plans are to hold this event every Tuesday at 10:00 AM. Seniors are asked to sign up on a weekly basis. The maximum number of participants at this time is 15.

New Business

Vicki Brownell has submitted her resignation as a Board member on Monday, April 10, 2023.

Mr. Wilbur made the motion to accept her resignation. This was seconded by Brenda Motta. Hearing no objections, all members were in favor.

Discussion then ensued concerning the protocol of appointing new Board members. A number of our Seniors have shown interest in becoming a Board member by submitting Letters of Intent.

The motion was made to open up the Board vacancy to any interested parties who submit a Letter of Intent.

Mr. Wilbur made the motion to accept Letters of Intent for the next thirty days. Once these letters have been reviewed by all Board members, a recommendation will be made.

This motion was seconded by Marion Rylands. All members were in agreement.

Monthly Newsletter

Discussion was held concerning the mailing of the bi-monthly Newsletter. Many of the Seniors have indicated they would prefer receiving the Newsletter on a monthly basis rather than bi-monthly. It was noted that other Senior Centers send their Newsletter out to be printed and have sponsors to defray printing and mailing costs.

A plan will be made to streamline the current process, to include deadlines for publication. Will also consider looking into TRIAD or resourcing out for mailing.

Mr. Wilbur made a motion to return to monthly Newsletters in July. This was seconded by Ruth Ferland. All present were in favor.

State Ethics Training

Members were reminded to complete their State Ethics Commission on line training no later than April 30, 2023.

Purpose of COA Board

The purpose of the Council on Aging Board is to coordinate and/or carry out programs to meet the problems of the aging in cooperation with programs of the Commission on Aging. The COA Board is an Advisory Board and coordinates operations with the Director. Our new Director is Rebecca Frias and we would like to provide her with a warm welcome.

Discuss New Building

A meeting is scheduled for this evening, April 12, 2023 at 5:15 PM to discuss a new building and COA preferences.

Pod Status

The suggestion to install pods on the property must go before the Building Committee and the Town meeting. Deb Pettey, Town Administrator, had indicated at the meeting last week that they would probably not arrive for a year. This is considered a short-term fix.

Election of Officers

The annual election of officers for the COA Board was held at today's meeting. Results are as follows:

President: Robin Kendrick

Vice President: Brenda Motta

Bruce Wilbur – Treasurer

Ruth Ferland – Secretary

All were elected unanimously.

Robin will speak to Carlos Lopes, Selectman at the Personnel Board to discuss Board appointments.

Transportation Policy

Donna Silvia has submitted her resignation as a part-time van driver. The plan is to hire a substitute van driver to cover vacations, sick days, etc.

Bruce Wilbur has drafted a policy for van drivers, as well as an additional policy for transporting riders in the van. It was noted that wearing masks in the van is no longer mandatory and should be utilized at individual discretion.

The plan is to create an emergency card containing necessary information, in order to ensure safety if an emergent situation should arise.

New Fridge for Drinks

Brenda Motta will made a motion to reach out to Luann Souza to order a small fridge for drinks from Amazon to be placed in the large room downstairs.

This motion was seconded by Ruth Ferland. All in agreement.

Bruce Wilbur made a motion to adjourn the meeting at 3:05. Marion Rylands seconded the motion. All in agreement.

Vote: Approved by unanimous vote.

Respectfully submitted,

Jacqueline Garell
Senior Clerk