

**Hadley Council on Aging  
September 18, 2020  
Board Meeting Minutes**

**Call to Order:**

Rosalie Weinberg called the meeting to order at 10:38 am, via a Zoom videoconference. Present included: Bruce Brewer, Betty Faulkner, Linda LaDuc, Rosalie Weinberg and Peg Wilson.

**Friends of Hadley Council on Aging:** Jane Nevinsmith, Chair

**Employees:** Hayley Wood, Senior Services Director

**Meeting Minutes:**

The minutes from the August 11, 2020 COA meeting were reviewed. Bruce made a motion to approve and Peg seconded. Motion passed unanimously.

**Financial Statement from August 2020:**

Hayley presented the August financial statement and provided a handout for Council members to review and approve. She highlighted a number of areas of the financial statement. MCOA has waived their membership dues and the \$350 has been reallocated towards gasoline. A balance from the EOEA grant of \$1,460 that was unspent from the previous year will be kept and the FY21 EOEA grant will not be reduced by the unspent balance, as it has in past years. Hayley reported that the COA just starting paying for the driver, as van services just started up again. The driver needs to complete one more training before the PVTa grant will reimburse the town for 50% of his pay. Funding for maintenance of the fitness equipment will be reallocated as the equipment is covered by warranty during the first year. The cost of tablets and related software and service will be reimbursed by a grant from Highland Valley Elder Services. It was also noted that fees collected from classes held for seniors and for providing van rides will be kept and managed by the COA. It was also noted that the cost of maintaining the My Senior Center database, which used by the COA for data collection and to conduct robo-calls, is being covered by the Friends of Hadley Council on Aging. Maintenance of the Senior Center building is covered by the Town Budget. The town is currently has issued an RFP to hire someone to assume this responsibility. Peg made a motion to approve the financial statement, it was seconded by Bruce, and the motion was passed unanimously.

**Old Business:**

**Building Update:**

It was reported that future municipal meetings will likely be held at the Senior Center, as well as becoming the polling place to vote in elections. Lights for the dining room need bulbs, and contractors are addressing that. The Senior Center will soon have a new mailbox so all mail can be received at the Senior Center. Hayley continues to work on pursuing a shelter for the COA van, the cost of which will be covered by the building project budget. The library is working on widening its entrances in their parking area to accommodate fire trucks in case of an emergency. The sign for the Senior Center should be installed in a month as well as gutters around or near the main entrance.

## **New Business:**

### **New Board Member Introduction: Linda LaDuc**

Linda is the newest member to join the COA and she introduced herself to the rest of the COA. Some of the highlights of her background includes that she has lived in Hadley for over 20 years, was the founder and director of the Business Communications Program at the Isenberg School of Management at UMass Amherst, has 4 grandchildren, and has serves on the Hadley Zoning Board of Appeals.

### **Van Program Update**

The new van driver has started and he is working out very well. Lauren Hannigan, the HCOA Outreach Coordinator, also serves as the Transportation Coordinator. Van services will accommodate specific requests, such as this past month a senior was driven to attend a local funeral.

### **Highland Valley Elder Services Cares Act Grant Update**

The COA has received all of the tablets that are being purchased by the grant, including all of the accessories. A process is being set up so seniors can sign them out to use them. Training on how to use the tablets will be offered.

### **Status Report on In-Person Program Activities at the Senior Center**

Limited program activities are being held at the Senior Center, with reduced capacity, while participants are in compliance with Covid-19 protocols. Examples of activities include the Healthy Bones and Balance class, and a needle work group. Other activities are offered via Zoom, such as a presentation on emergency preparedness, a writing group, Coffee with a Cop, and Office Hours with State Rep. Dan Carey. Three or four individuals at a time will be allowed to use the living room. Daily lunch distribution is ongoing and Hadley Fire and Police departments are helping out.

### **Open Enrollment/SHINE Counseling**

SHINE Counseling will begin next week; annual open enrollment is October 15-December 7.

### **Building Use Proposal**

This item was tabled and will be discussed at the next COA meeting. It was noted that it will not become operational until six months after the Senior Center fully opens up, which is not scheduled to happen any time soon.

### **Next Meeting**

It was decided that the COA will not meet in October so the next meeting will be on November 10<sup>th</sup>.

### **Adjournment**

Meeting was adjourned at 11:19 am and was based on a motion made by Linda and seconded by Betty. The motion was passed unanimously.