COA BOARD of DIRECTORS

Meeting Minutes – June 14, 2023

Attending: Gary Newton, Sandra Lemieux, Cindy Brennan, Elaine Hyland, Rosanne Carlo, Louise Currie, Kathy Bussolari, Maria Malinowksi, Thelma (Jean) Douglas-----Roger Davenport (Absent), Dwight Nevins (Resigned)

1. Meeting called to Order
2. Minutes May 10, 2023 were approved and voted unanimously with correction #15. The **time** for the OPEN HOUSE at the COA is **5-7pm**
3. Treasurer’s report unanimously accepted. Cindy presented the update since it’s the Y/E operating budget. We are in good shape and we level funded FY24 and it was approved. At this time, we are well within our Budget.

* The Formula Grant from the State provides us with an added revenue source for Senior services and the amount that’s awarded has increased due to the increase of our Senior population in Holbrook.
* Senator Keenan included in the State Senate FY24 budget an earmark of $23K which is specified for programs/services for our Seniors.
* At our annual Town Meeting, we were granted $22K towards a new mini-van with wheelchair accessibility. There is now approximately $65K in COA funds to purchase this mini-van.

1. T-Shirts have been ordered and we voted on the placement of the logo to be in the CENTER of the shirt vs. the upper left chest area. The logo is all white and the shirts are a sapphire color. We ordered these for Board Members, Staff and Volunteers. We ordered 24 shirts (price break) which came to a total of $242.00 which includes a one-time $20 set-up charge. The total of just the T-shirts is $222.00 ($9.25/shirt).
2. The Avon/Holbrook NY trip to Saratoga Springs is FULL. In the event you have any questions, kindly contact the AVON COA 508-559-0060.
3. Discussion for ideas of a WISH LIST for the COA. We can accept “donations” but it was stated we cannot solicit or fundraise. It was also suggested we hold a yard sale; however, we would be exchanging goods for cash which could be viewed as fundraising. Jean Douglas offered to check with the TA’s office regarding the legal aspects and get it in writing. Elaine suggested perhaps a local business could donate a lunch once a month for the Seniors or they could make a donation to offset our newsletter printing costs which would be a tax write-off for them. We would publish their “name” in our newsletter as a thank you.
4. Elaine Hyland provided the COA Board with an update on the status of the feasibility study of the old JFK School. The COA Building Advisory Committee received the DRAFT from Habeeb and Associates and met on **June 6, 2023**. The Committee chose Option C (North wing) as our choice “pending” Mr. Habeeb’s presentation to the Select Board on **June 7, 2023.** There are 4 options and the COA Building Advisory Committee needed to determine which area would best suite the COA. The Architect provided his suggestion for Option A (South side) and will then provide a preliminary drawing update based on the selected area. We are only focusing on the COA part of the building and the Select Board is in the process of creating a Committee (with several members) to study exactly what else the TOWN would like as occupants for the remainder of the JFK School. Lakeville COA rents space and that could be an option for Holbrook.

The Select Board suggested that the newly formed Committee conduct a Community Survey to all households in order to determine the best interests of our Residents.

1. It was also suggested we consider bumping out the South side wall of our existing COA location; however, it would only provide a temporary fix and perhaps not worth the expense.
2. Jean Douglas has applied for a Grant requesting $1,000 to assist in safety upgrades to the inside of our vans and this is a 10% matching grant ($100 by the COA). One van requires a new seat and both vans would be equipped with an Igloo cooler with wheels to store waters and if need be, refrigerated medications.
3. One of our COA Board members has resigned due to health issues. We will be seeking a new member for a one-year term. Anyone interested is required to complete a letter of interest sent to the Select Board at [**selectboard@holbrookmassachusetts.us**](mailto:selectboard@holbrookmassachusetts.us)
4. All our current members were advised to submit their letter for re-appointment by June 30, 2023. Elaine also reiterated if any Senior (65+) needs to renew their driver’s license to call the RMV Senior Help Line 857-368-8005 as it’s very easy and saves wait time at the RMV.
5. Next meeting July 19, 2023 at 3:00pm.

Respectfully submitted,

Elaine Hyland, Secretary