

Scituate Council on Aging Board Meeting
Minutes for December 10, 2020

Present: Linda Hayes (Director), JD (Chair), Janice Desmond (Vice-Chair), Janice Lindblom, Susan Kelly, Leslie James, Laurie Brady, Joan Powers (SSES), Gordon Price (BAC), Barbara McFadden, Pat Carleton, Mare Fricker, Elaine Schembari (FOSS)

Absent: Caitlin Coyle, Karen Canfield

Meeting called to order at 5:35pm

New officers were voted in: Janice Desmond (Chair), Susan Kelly (vice-chair). Secretary to be a shared position between Janice Lindblom, Pat Carleton, Laurie Brady, and Marie Fricker rotating for meetings.

Director's report:

- \$10,000 donation from Rotary for Bocce court.
- Deadline for newsletters has been a problem.
- Tax season/AARP here in Scituate. Receptive to idea of coming here d/t new bldg. More phone assistance/drop off of docs. Planning to start this year (2021) in March.
- Budget: requests by Linda, first time during a challenging year (covid) i.e. new kitchen proposing hiring food service mgr for congregate dining for lunch/cafe/MOW. Not sure of the salary. No specific numbers initially and Advisory Comm. not ready to approve without hard numbers.
- Linda to meet with Nancy Holt and TA. Possible use of Tax work-off volunteers or SSES but continue risk disconnect with clients. Decrease to budget is utilities. \$50,000 for new bldg coming out of Facilities budget. Salaries are the same. Trash dumpster pick-up eliminated—DPW to pick up barrels. Equipment maintenance fees increase, i.e. IT, security, wifi, etc. Comcast will be an expense. AV still pending.
- Combined Activities/Volunteer Coordinator position should include pay increase. Recommended Activities position at 25hrs; Volunteer position at 10hrs. Salary currently supported by Formula Grant. Requesting adopting salary into municipal budget. Also pay additional 10hrs for Jill out of Formula Grant. Transportation Coordinator FT through GATRA. Other Sr Centers all do food service program differently. Volunteers used for some food service—not robust. Seed money needed to set up and initiate in Scituate. **Janice D** asked: Can you go in for higher budget? Where did you get left with salaries? **Linda:** Activity. Coordinator is still an ask. Question from **Susan:** Will it hold you back? **Linda:** No. Adv. Comm. had misconceptions about opening Sr. Center as a problem based on requests made; that is not accurate. **JD** comment: Rockland uses kitchen training program via Vo Tech. What are the maintenance costs? **Linda:** Custodial help split with Rec under facilities. **JD:** that would be custodial, trash, etc. **Barbara:** What churches in the area that do lunch during the week? **Linda:** SSES runs MOW via Harbor Meth. (Lease). M/W/F. Congo church did Thursday. We would like to have all that at the Center, but would go to 4 days to allow for Congo luncheon to continue if they chose. **Barbara:** should there be a delay in food service until other things get smoothed out? That is a lot to manage. **Linda:** we do manage it now. Seasonal lunch, luncheons, snacks.
- **Transportation.** Down one driver. Doing supermarket and medical runs. Only essential transport. Did transport some residents to vote.
- **Outreach:** See attached report. Less fuel assistance d/t SSCAC doing it online.
- **Activities:** Virtual either zoom or SCTV. Bob Jackman weekly class. Grief support group/caregiver support. iPad class. Nutrition talk class. Trail walking popular, last one is next

week at Widow's Walk. Part II of birding program at MA Audubon. (See Twitter acct.) Exercise classes indoors 10-12 people in the gym, spaced and masked. Pickle Ball indoors also.

Thanksgiving grab and go lunch was successful. 53 people with donation from Roche. Bros. Gift bread in the box (prepared by volunteers). All staff with help from volunteers. Softball league: challenges with Covid restrictions, now managed by a committee. Upwards of 90 members. **Susan:** Are Covid guidelines effecting in-person meetings/events other than exercise in the gym? **Linda:** no but limited to staff who can monitor. We also use SHCM. **Marie:** will Sr Ctr be involved in vaccinations? **Linda:** I don't know about that.

- **New Building news:** FF&E order went in this week. Later than expected but not affecting outcome. Vender says it is within our range. Exercise equipment: 4 pieces, going before PBC for approval. Kitchen smallwares i.e. cookware, dishware and accessories. Assistive Listening System planned—FM radio frequency will be installed for both sides of MP Room. Consults with A/V consultant and Linda feels very comfortable with the system. FM provides flexibility over other systems. Tech is advancing. **Marie:** Is there a demographic study of seniors who attend events? Are there younger seniors? **Linda:** We provide an array of events for all demographics. Exterior of building: Thin brick system, ongoing. Site work/paving/curbing/lettering. Lettering not until January. Logo sign at main entrance/interior rooms. Fence at abutters. Stone wall & fencing around generator is complete. **Pat:** Is the Activities Coordinator position being filled? **Linda:** Not yet; we're waiting on how it will continue to be funded or re-structured.

SSSES:

- A few more people assisting with MOW; lost 2 drivers. Requests usually do increase in the winter. Managing 45-50 per day still d/t Covid. They also prepare bags for Norwell—they have drivers, but no volunteers for kitchen.

FOSS/BAC:

- Gordon Price: About to roll out marketing effort. Presentation on SCTV. Brochure to mail mid to late January. Last meeting: more than one sponsor for rooms. Approval to share plaque. One of the reasons some of the men don't participate due to the time of day. Suggesting maybe later programming, open late one night a week for younger participants.

FOSS:

- Deposit on the pool table is on hold for now. Foss has been fairly inactive but we have been working closely with BAC/Gordon.

Next meeting 1/14/21

Meeting adjourned at 6:53pm