

**Franklin Council on Aging
March 8, 2022**

Members Present: Bob Crowley (Chair), Ron Higginbottom, (Vice Chair), Lyn O'Brien (Secretary), Ken Norman, Lester Quan, Janet Milici, Janet Jewett

Also Present: Danielle Hopkins (FSC Director), Joanne Wright (FOFE)

Members Excused: Faith Flaherty

Members Absent: Mary Hick

Meeting started at 10:06 am

Minutes from meeting on February 8, 2022: Deferred until next meeting.

Director's Report: (Danille Hopkins) (See attached Director's Report for details)

- Common Grounds Cafe Update. Interviewing candidates for Chef and Kitchen Manager. Will be closing the Cafe for 2 weeks end of the month for a deep cleaning. Plan to purchase a new Ice Machine, repainting, possible new furniture, etc. Anticipate GRAND OPENING in April.
- St. Patrick's Day Event next week, sold out with cap at 100, the Fire Department is cooking and serving the meal.
- New programs overview.
- Community Needs Assessment - will have a survey out to the community, open office hours, Open House in May.
- The Financial Committee approved \$100,00 for a pavilion, Tri County will help to build this.
- New Check in System ordered to track activity in the SC more accurately.
- Ethics Training - Board Members all completed last year.
- SC membership is increasing with about 20 new elders signing up last month.
- Sunshine Club - new members, almost at full capacity.
- Social Services Statistics reviewed.
- FSC Budget Overview reviewed. (See details in report).

Chairperson's Comments:

- Board Member Mary Hicks has had > 3 unexcused absences. Motion by Chair to dismiss and replace, seconded by Janet Jewett. Unanimously approved by the present Board Members. New opening for a board member will be advertised and applicants will be invited to attend a board meeting. The plan is to vote for a new member at the June 2022 meeting.
- Chair will send a letter to Mary Hicks thanking her for her services for the past several years.

FOFE Liason Report: (Joanne Wright)

- 496 members, several new but > 400 have not responded. FOFE members are going to attempt to see if these former members are still in the area and interested in review.
- Discussion on Newsletter, paid members automatically on the mail list, anyone wishing for a mailed Newsletter can ask to be on the list as well. Newsletter hoping to be mailed earlier.`

Committee review and updates:

Housing Committee: Dissolved today

Nominating Committee: (Faith, Janet M, Ken)

Supportive Day Committee/Advisory Board: (Bob, Jan J, Lyn)

Centenarian Committee: Dissolved for now but will re-address in future.

Expo Committee: (Bob, Ron, Janet M, Ken)

Bylaw and Mission Review Committee: (Ron- Chair, Faith, Janet M, Jan J, Lyn, Bob)

Ron H: Update: 3 meeting so far, starting to review the various documents we have collected to look at our objectives and mission statement. Proposing new committees as well ie "Budget Committee" with the FOFE involved.

Chairperson's Comments:

Thank you to the new ED Danielle Hopkins for her program directors report.

Agenda Items for April Meeting:

Bylaw Committee update and review of proposed new COA Mission

Proposal for new Committees if members feel that we need more.

Motion to Adjourn: Ken motioned to adjourn, Jan seconded.

Adjourned: 11:15 am

Next Meeting: April 12, 2022

Respectfully Submitted by Lyn O'Brien, Secretary COA