

**Franklin Council on Aging
September 13, 2022**

Members Present: Bob Crowley (Chair), Lyn O'Brien (Secretary), Ken Norman, Faith Flaherty, Janet Jewett, Lester Quan, Phyllis Malcolm, Bob Kaufman

Also Present: Danielle Hopkins (FSC Director), Christina LaRose (FSC Deputy Director), JoAnn Wright (FOFE Chair)

Meeting started at 10:00 am

Minutes from meeting on June 14, 2022: Approved

Citizen's Comments: None

Correspondence: None

Program Directors Report: (Danielle Hopkins, Director) (See attached report for details)

- Summer activities were successful and well attended.
 - Movie night and "Eat Around the World" were very popular.
 - Monday night activities have been well attended.
- Senior Connection TV: Started up with Danielle and Nan Rafter.
- Credit Card system is now available. There will be a 3.6 % charge on each transaction so fees will apply. Alternative ways to pay for this fee are being discussed.
- September 11 Program was successful.
- New programs starting up: Beginner knitting class. Bereavement Support Group. Men's Group.
- Plan to revamp Trip Programs. (Overnight as well as Day programs)
- Planning to connect with Dean College for internships and lectures, other programs. Danielle and Christine will be meeting with the new Dean within the next week.
- Open House planned for October.
- New chairs and tables arriving on 9/20.
- Line Cooks: 2 Part Time positions approved, candidates are being interviewed within the next week.
- Covid Policy: Looking to create policy, especially for the SDP but also for the FSC.
- Vision/Future plans for the senior center: Director would like to form a committee to develop a plan.
- Danielle and Christina are attending the annual MCOA conference next month.
- Companion Caregiver Program: On hold. Liability issues.
- Budget '22 closed. ? if the COA will be starting a Budget Committee per prior meeting proposal.
- Social services STATS reviewed (see attached)
- Event Statistics from 8/1-8/31/22 reviewed. (Categories and report has been simplified and reflect that the computer program is limited to what members input so "60 and over" etc it not accurate.

Chairman's Report:

Election of officers: Nomination committee met in May 2022 and put together a slate to be voted on today. Recommending Bob Crowley : Chairmen, Jan Jewett: Vice Chair, Lyn O'Brien: Secretary. Nominations open now but no new nominations brought forth. No opposed on full vote of members present.

FOFE Report: (JoAnn Wright)

- Three positions open. Two people are attending next meeting who are interested in becoming members. Newsletter publicly announced openings.

Old Business:

- COA manual draft presented. Jan Jewett put this together for the FSC. Still working on this draft. New table of contents and information to include in the draft were discussed.

New business:

- Janet Milici has resigned. New member position open. Prior applications from last Spring were approached and Kimberly Mu-Chow (Volunteer form with her information attached). Jan motioned to offer her a position on the COA, seconded by Ken N, all members approved.
- Birthday Card Committee: Never really worked because cards were returned due to changes in address, email unreliable, FSC members missed. Also not "Birthday Card Committee" because includes illness and hardships. Members discussed this and decided that some of the information is sensitive and therefore will not officially start a committee.
- Summer Meetings: Faith proposed that the COA should not take the summer off. Proposed a few solutions: Calling a special meeting, Director/Co-Director send out communication to the COA members, summer work groups. For now will not start meeting officially in the summer.
- Strategic Plan: (Bob Kaufman) To develop a strategic plan Bob proposing to complete a SWOT (Strengths/Weaknesses/Opportunities/Treats) analysis.
- Jan J proposing a calendar for major events be posted so planning for major events will be smoother.
- Lyn proposing to develop new committees: Senior Expo Committee, Budget Committee – will have this on the agenda next month.

Comments:

- Lyn proposed that a member of the COA (Chair or CoChair) be present at the annual MCOA meeting. This is a three day conference and includes overnight. For this year's meeting not budgeted but Chair may be able to support a day trip for the chair or co-chair and will propose this to be in the next annual budget.

Motion to adjourn by Bob C, second Ken and approved, meeting adjourned at 11.18 am

Next Meeting: October 11, 2022 10:00am, Franklin Senior Center

Respectfully submitted by Lyn O'Brien, Secretary COA