

Groton Council on Aging

THE Groton Center

163 W Main Street

Groton, Massachusetts 01450

Council on Aging Director, Ashley Shaheen

Board Meeting Minutes

Date: December 13,2021

Location: The Center

Time: 1:02PM meeting called to order by Paula Martin Vice-Chair

Attendance: Vice Chair Paula Martin, Secretary Dottie Zale,

Board members: Judy Palumbo O'Brien, Mihran Keoseian, Therese Keoseian, Helen Sienkiewicz, Peter Cunningham, Pascal Miller. Jean Sheedy Chair joined the meeting at 1:15.

Director Ashley Sheehan

Guest-Sara Raveret is acting assistant to Ashley.

Minutes: The Minutes from November were corrected and should read "Yellow Dot & Medical equipment programs have been permitted to be presented at the Woman's Club meetings".

Other Business: Due to another commitment Therese was leaving the meeting early and wanted to talk with Ashley and the Board regarding the last movie shown "Promising Young Women". A few women approached Therese knowing she was a Board member to express their dismay at the movie and thought it was inappropriate for The Center

viewing and poorly chosen. Apparently, they had been to see Ashley and were not satisfied. It was an award-winning film (best screen play). Mihran said the Board should take it seriously and, in the future, add more specifics about why the movie is rated what it is. Paula mentioned that many seniors sign up not even knowing what movie is being shown but just enjoy going out and meeting with friends. Judy thought it would be good if we posted separately from the calendar notices on the doors i.e. ***“This is an R rated movie because there is violence, nudity, smoking and swearing. It was chosen for viewing because it has an award-winning director”***. The Board agreed that might help in addition to announcing the moving rating before the movie starts.

New Business: Mihran presented a letter from him to the Board and Ashley. A copy of the letter will be provided at the January meeting. Mihran was very concerned that there was no involvement of the Board in helping the Director to make the best decisions for the Center. The Board did not, as a courtesy, receive the name and resume of the new Specialist. Was this just an oversight? Today the Board did receive the resumes of Lauren Marcello and Sara Raveret. Mihran continues to write that we have a Board of 9 Directors, all well informed and well educated who are all invested in the success of the Center and the Director. Mihran asks that in the future we be part of the process not at the tail end.

Peter felt there was some flexibility in the town policy. The Center and Director are acting as a human service operation, as such, the Board has worked very hard and should be informed.

Ashley stated she understands the COA Board wishes to have additional involvement in the interview process for staff positions, this request is not in line with town policy.

The interim staffing plan is to have Sara Raveret stay until the Center is fully staffed. Sara and Ashley had worked together successfully in the past. Sara was available and agreed to stay as long as needed.

Ashley said that she reached out to the Massachusetts Council on Aging for their recommendations for immediate help with Outreach support. They recommended Tina Maeder. Tina is a Groton resident who recently retired as an Outreach Coordinator for Littleton's Department of Elder and Human Services. Tina is helping on a limited basis.

Ashley also mentioned that she has trained Eddie Wenzell on how to dispatch the van. Eddie is doing a fantastic job. Ashley has also been very impressed with the professionalism of the volunteers while they carry out customer service and administrative tasks.

After some discussion the general feeling of the Board is that they would like to be more involved in the final stages of hiring top position candidates, where the resume is reviewed and interviewing of final candidates takes place.

Director's Report:

*Reinvest in you: Friends of Groton Elders are willing to help us support for hiring an outside artist to create:

- 1) A 2-page pamphlet marketing the Center.
- 2) Look at our newsletter for a new design.
- 3) Redesign our website, making it more up to date and welcoming.

*Programming: Get to know your Community Leaders, Holiday Bingo, Excerpts of the Nutcracker, Noon Years Eve, Resilience, Relationships and Relief, Positive Psychology for Tough Times, 100 cups of Coffee (Ashley has met with a handful of residence, most interested in volunteering). Attendance sign-ups for all these programs continues.

*FY23 Senior Tax Work Off Program: 14 people applied.

*Resuming Memory Cafes in the spring (initiative with Rivercourt).

*Transportation: Business as usual.

*Volunteerism: Use application

Log in hours

January 17th, 4 to 6pm Celebration of Groton Center's
Volunteers.

*Outreach: Fuel assistance 11/1 to 4/30.

-End of open enrollment for SHINE appointments.

-Sand for Seniors.

-Garden club donation of 15 boxwood trees.

-Friends of Groton Elders donated to seniors in need, 5
Market Basket gift cards.

-TRIAD: Hospital, Police, COA, and the Fire Department.

-Emergency preparedness form.

*Other items of importance:

- FY23 budget requests for COA Department and COA trans
portation.19 hour/week 21,000.

-Change of process for fee-based fitness classes and
launch a Fitness Class Pass. Payments will be made at the
desk. Pass card or book good for the cost of 10 classes
plus 5 free classes.

-Executive office of Elder Affairs-Annual Report due in January 2022.

-Reaccreditation-Information due by mid-summer. Board Members are expected to become involved in the process.

Next month's meeting will be January 13,2022!

Meeting adjourned at 2:20PM

Respectfully submitted by Dottie Zale