

Council on Aging Minutes for Virtual Meeting of August 12, 2020

The meeting was called to order at 5:32 p.m.

Attendance was taken by calling the roll. Present: JoAnn Bernhard, Susan Gomberg, Janis Gray, Susan Millinger, and Linda Avis Scott. Absent, Melissa Makepeace-O'Neil.

Business:

Minutes of the Meeting of July 9, 2020: Motion to accept the minutes as presented was made, seconded, and passed unanimously by roll call vote.

Program Updates: Given the continuance of the pandemic, few of the COA's on-going programs required attention

-Foot Clinic/Foot Care by Nurses: As discussed in previous meetings, Foot Care by Nurses, which staffs the COA's Foot Clinic, has been offering a discount for current clients: of \$60 rather than \$90 for a home visit. This discount is now extended until September 30. Gomberg reported that one person had scheduled a home visit in July while six had scheduled August visits. The members of the COA agreed that given our inability to fund most of our usual programs, we wanted to use our grant to support seniors making use of the services of the Foot Clinic. A motion was made, seconded, and unanimously passed by roll call vote, that "The COA will continue to subsidize the cost of one home visit to every current Shutesbury Foot Clinic client up to \$30, through September 30, 2020."

It was pointed out that there are still no plans to reopen Town Hall (where the Clinic takes place) in the near future.

Med-Ride: The COA has not received any requests for a Med-Ride. Any persons inquiring would be asked to contact LifePath, since neither Shutesbury COA nor Village Neighbors is currently offering rides.

Amherst Survival Center's Senior Nutrition Program, co-sponsored by COA and the Library Director:

No new developments were reported.

Statistics needed for state grant application: Bernhard presented the form she had constructed for COA members to use in recording time spent on COA activities for Fiscal Year 2020. Members are at various stages in the process of researching time spent; progress is being made. Millinger was asked to contact the Newsletter Editor, Sally Fairfield, to ask for her time spent on the Fiscal 2020 *Geezette* issues, and her interest in continuing to edit the newsletter, when the state of COVID-19 makes it possible for us to produce one.

Bernhard requested that members start keeping track of time spent on COA activities for Fiscal 2021. Members will start to report time spent between meetings at each meeting, so that the minutes can keep the record—as soon as we know what the grant requires. Gray has drafted a form for this purpose. Discussion of this form indicated that people felt that a simpler form would better serve the purpose.

Also needed: the number of different individuals participating over the course of the year as well as the number of times each individual participated. Gray will provide a form for our use at COA events like Community Lunch. Gray and Millinger are to come up with an estimate of the number of different individuals who attended the Lunch, and how frequently each participated.

Current Financials FY2020: Scott provided a report on Current Financials for the end of FY 2020, the contents of which are provided here:

--Use of the FY20 Grant (\$6,000) Starting balance \$6,002.61.

Foot Clinic: \$691.00

Newsletter: 302.00

Med-Ride: 121.65

Programs: 1,885.00

MCOA 48.91

End of FY20 Balance: \$2,984.05

--Use of Town Budget \$200 Expense Line: returned to the General Fund at the end of the fiscal year

--COA Programs & Clinic Fund (Donations In/ Program costs out)

Foot Clinic donations: \$1,584.00

Foot Care by Nurses: \$1,584.00

There is a carryover balance of \$946.93 in this account which represents the remainder of a \$1,000 donation from the Shutesbury Education Foundation earmarked for the then Aging in Place Task Force.

Massachusetts COA information. MCOA informed this COA that it had received a grant which will enable it to offer membership free of cost. Last year we decided not to join, given the size of dues and what seemed to be a lack of services helpful to COAs of small towns. This grant will enable us to participate this year. The Fall Conference will be coming up.

Interactions with Village Neighbors (VN): Shutesbury COA has received a letter from Village Neighbors requesting an annual donation of \$1000 or an amount of the COA's choice. As mentioned in the report on Current Financials, the COA is responsible for \$946.93 of a \$1,000 gift intended for Village Neighbors. A motion was made, seconded, and unanimously passed in a roll call vote that "The COA give to Village Neighbors the \$946.93 remaining of the donation from the Shutesbury Education Foundation earmarked for the Aging in Place Task Force."

The next question was whether to give anything from COA's own funds to VN. It was decided that we should wait to see how much we will receive in the grant from the State. At that point we can discuss whether to give more to VN.

Scott will look in earlier minutes for information about the original gift, as well as finding out from Gail Weiss, our accountant, how to transfer the money to VN. Then, if there is time before the September meeting, Bernhard and Scott will draft a letter informing the VN of the gift and its source. The letter will make clear that this gift does not imply that a sum from the COA's grant will be annually given to VN.

COA and the Town Web site: Since the July meeting, Gray contacted members of the Web Committee to see if they would agree to let her edit the COA webpage. As a result, she now can do so.

Gray has a question about the presence on our webpage of a non-governmental email address (for public relations at VN.) Her understanding is that according to the Town policy, only government web addresses should be provided on the website. She will take the question to the Web Committee.

Gray asked whether, in the absence of our newsletter, we might put information on our web page as a replacement of sorts for *The Geezette*. We could also use TownAnnounce for this purpose.

Annual Report for FY2020: It's time to start thinking about this report. Gray said she would be willing to write this year's report.

Dementia Friends Workshop: COA received a notice of a Dementia Friends Workshop in September, presented by Nancy Spittle of Wendell VN. Millinger gave a very brief report on the similar presentation she attended in the early summer. She found it informative and worthwhile, and recommended it.

LifePath's Monday email newsletter was also recommended. Sign up for it at Life Path's website.

Motion to adjourn was made, seconded and carried unanimously by a roll call vote.

The Meeting was adjourned at 6:58 p.m.

Next Meeting: Regular September Meeting, the second Wednesday, September 9, 2020 at 5:30 p.m.

Respectfully submitted, Susan Millinger, secretary