

Village Neighbors Task Force Minutes
May 18, 2017

Meeting began 12:15 PM

In attendance: Susan Rice (S), Linda Seidman (S), Janet Kraft (NS), Mary-Ann Palmieri (NS), Genie Casey (NS), Thom Masterton (L), Carla Palmer (S), Nina Compagnon (S), Sally Fairfield, Nancy Spittle (W)

Minutes for the April 20, 2017 meeting were accepted.

Updated the email phone list please see additional page.

Town Updates

Shutesbury – Newsletter to come out the beginning of June

New Salem – Aging in Place presentation at the New Salem Library May 31st at 7 PM

Volunteer file update – Nina reported that she has an organized system and she has found a great IT volunteer that has already been vetted.

Steering Committee's Report

The Steering Committee met on May 10

The steering committee recommended voting on the MOU, budget and work plan developed at the meeting with Lynn Feldman, David D, Thom, and Sally at LifePath. Also recommended was that each Task Force member choose a subcommittee and begin meeting monthly to work on the specific tasks required of that group. Each subcommittee would then report back to the larger Task Force at the monthly meeting. Also subcommittees could include other interested townsmen, not just Task Force members.

The 5 subcommittees:

1. IT
2. Membership services
3. Volunteer services
4. Public relations, marketing, and outreach
5. Governance and finance

They also discussed that at a later time, the Village Neighbors would need to form a board of directors and create bylaws.

Budget

We went over each line item of the proposed budget, and decided we needed to vote to approve the budget to move the grant along. There was some concern about adjusting amounts at a later time. We called Lynn Feldman at LifePath to clarify changing amounts. Small differences in amounts are fine, and larger amount changes should be put in writing. We accepted the proposed budget unanimously.

Grant's work plan

We discussed the work plan that outlines the outcome based activities, outcome measurement, and projected outcomes of the subcommittees. We accepted the plan unanimously. We then determined which members from the task force would be on which committee.

1. IT – Thom
2. Membership services – Nancy, Carla, Susan
3. Volunteer services – Sally, Janet
4. Public relations, marketing, and outreach – Nina, Linda, Genie
5. Governance and finance – Mary-Ann, Nina, David

Subcommittees were to meet before the next meeting on June 15th.

MOU (between Village Neighbors and LifePath regarding Fiscal sponsorship)
The task committee reviewed and accepted the MOU unanimously.

We discussed the upcoming conference Creating Communities without Walls: A Convening of Villages, Associations, and At-Home Membership Groups in Worcester that several of the task committee will be attending on Wednesday, June 21.

Thom Masterton agreed to become the replacement for Carla Palmer as VTV representative.

Next Village Neighbors task force meeting: June 15, 12:15 – 1:30 Shutesbury town hall