

Council on Aging Minutes for Virtual Meeting of December 11, 2024

Approved at the meeting of January 8, 2025

Meeting called to order at 5:30 p.m.

A roll call of those present: Janis Gray (JSG), Jessica Makepeace (JM), Susan Millinger (SM), Jeanette Stockton (JS).

1. Minutes:

- a. **Minutes of the Meeting of September 11, 2024:** *A motion was made to approve the minutes of the meeting of September 11, 2024. The motion was seconded and passed unanimously by a roll call vote.*
- b. **Minutes of the Meeting of November 13, 2024:** *A motion was made to approve the minutes of the meeting of November 13, 2024 as amended. The motion was seconded and passed unanimously by a roll call vote.*

Business:

2. December 11 Financial Report from Treasurer JM

Financial Update:

Funding

EOEA Grant (recently received: one-half the grant for FY25)

Available to spend: \$3,282.50

Town Budgeted line for COA

Available to spend: \$200.00

Anticipated Expenses (previously budgeted: regular annual expenses) see Discussion below

FootCare Clinic

Geezette (1 issue)

Contribution to Fitness Classes

(no budget has been decided for these)

Expenses of Nov 13-Dec 10

Expenses of FootCare Clinic:

FootCare Clinic, November: cost

\$440.00

(less Donation: \$100.00)

Town-wide birthday donation:

\$85.58

Pamphlet Printing for above event

\$75.00

MCOA dues:

\$312.00

Fitness Classes (donation to Library)

\$1,500.00

Total Expenses \$2,412.58

Put towards these expenses:

From FootCare donations: -\$100.00

From Donation Account: -\$324.00

From FY Town budget line: -\$ 75

Total expended from these sources: \$ 499.00

Total expenses after subtraction of above: \$1,913.58

Previous Balance of Grant: \$ 3,280.50

Less Expenses, Nov-Dec 10: -\$ 1,913.58

Remaining from EOE Grant: (new balance): \$1,366.92

Remaining from Donation Account (new balance): \$ 00.00

(Donation Account Comments: The treasurer, JM, informed the COA that there are two other checks whose sources and destination will get clarification.)

Remaining from FY25 Town budget for COA (new balance): \$125.00

-The Treasurer pointed to the complexity of the form of financial report she has inherited from past COAs. JM would like to create a simpler form. *A motion was made, seconded, and unanimously approved by a roll call vote that the Treasurer is free to design an improved format for the monthly financial report.*

Old Business:

- 1. FootCare Clinic:** The recent meeting of COAs from New Salem, Wendell and Leverett attended by JS compared the costs of the FootCare Clinics. Leverett, which also uses FootCare by Nurses, requires clients to pay \$25-\$55 if they are able to. One of the other towns is using a pedicure technician, which keeps costs low.

-JS suggests we draft a letter to the clients of our FootCare Clinic, making clear that the COA cannot afford to continue to sponsor the Clinic without clients contributing a significant amount to the costs of the Clinic. A range would be suggested for those who are able to contribute. The manager of the Clinic, Susan Gomberg, is willing to give this letter to each client. The COA hopes to make the letter available soon.

-A motion was made, seconded and unanimously approved by a roll call vote that a letter to the clients of Shutesbury COA's FootCare Clinic containing the

information and request described above be drafted and brought to the COA for approval.

JS volunteers to draft a letter to be discussed, edited if necessary, and approved at the January meeting.

2. Community Lunch.

- a. A recent meeting of the four COAs in the Village Neighbors grouping also recently discussed their lunches, which are of varying types. Some serve a sit-down lunch, unlike Shutesbury's potluck buffet. A LifePath grant to help with senior meals was mentioned.
- b. December Community Lunch had eight participants, mostly but not solely from Town Hall staff and COA members. Being able for all to sit around one table, for one conversation, was a plus which attendees appreciated. Better publicity was discussed, and an announcement on Town Announce was suggested. The COA approved this suggestion.
- c. Meeting date: the traditional day of the lunch has been first Tuesday of the month; in Fall, 2024 we moved to second Tuesday because elections held them occupy our meeting space. It was decided to return to first Tuesday in 2025. The change will be announced on Town Announce as well as the Message Board; JS will announce th change in the VN newsletter.

3. Transportation Update: FRTA's Demand-Response

- a. Publicity: Town Announce, using what JSG created for the COA webpage which she derived from the information about the service coming from FRTA; there will also be an article in Village Neighbors' newsletter.
- b. For those who do not use broadband, or do not get VN's printed newsletter, discussion the possibility of a snail-mailed letter with the application. Wasn't there a list of seniors not online used in outreach for a LifePath survey sent out in the last few years? For information about such a list, JS will contact JoAnn Bernhard; SM will contact Linda Avis Smith: these two former co-chairs were responsible for that earlier survey.

4. Alliance for Digital Equity:

- a. JSG filled out a questionnaire for this group to the best of her ability, given that it seems aimed at larger communities. On December 12, she will attend a zoom call with Michael diChiara, a coalition member from Bay

State and the director of the Alliance, Kathy Bisbee. JSG hopes to get a better understanding of the group's goals and intentions.

- b. Michael diChiara will be attending the January COA meeting to bring information and answer questions.
- c. JS says the topic may have come up at a meeting of the four towns; she reports that grants are available and may for example pay for laptops. Elizabeth Fernandez-O'Brien is interested in digital equity.

5. **Membership:** Every member is to think about people who could be asked to join.
6. **Program Planning:** We agree we have enough on our plates right now; we will wait until an opportunity appears.
7. **Unanticipated Business:** In the November meeting, we set up a division of labor which was intended to work without a chair. We were informed that a chair was necessary for the COA to function according to regulations. SM said she was willing to serve as chair as well as secretary if JS was willing to run meetings when she could. That was agreed to. *A motion was made to elect SM as chair; the motion was seconded and approved (SM abstaining.)*

Next Meeting: Wednesday, January 8, at 5:30 p.m.

Adjournment: *A motion to adjourn was made, seconded and unanimously approved in a roll call vote. Adjourned at 6.30.*

Respectfully submitted, Susan Millinger, Secretary