

***Town of Hudson***

***Council on Aging***

**Minutes for the COA Board Meeting 6/2/2021, Hudson Senior Center, 29 Church Street, Hudson, MA**

Virtual meeting was called to order at 1:00pm by John Gill, Chair.

**Members in attendance:** John Gill, Chair; Patricia Desmond, Vice Chair; Nina Smith, Treasurer; Melissa Esteves, Secretary; Ed Silveira (late), Charlie Corley, Anthony Monteiro, and Janice Long, Director.

**Members absent:** Diane Durand

Guests: Kathleen Janssen, affiliate member

John Gill asked for any additions or deletions to the **Agenda**. A motion was made by Charlie Corley to accept agenda as presented. This was seconded by Anthony Monteiro, and the vote was unanimous by roll call vote.

John Gill asked for any corrections or additions to the **Minutes of 5/5/2021 Board Meeting and the 5/19/21 Special Meeting**. A motion was made by Nina Smith to accept the minutes, seconded by Patricia Desmond, and approved unanimously by roll call vote.

Nina Smith presented the **Treasurer's Report**. Nina reported \$6166.43 is the current balance. There is a surplus in gasoline and electricity line items. The Revolving Fund should be in balance with Town once the past month's numbers are in. Balance is \$57487.26, with around \$11000.00 spent last year. Anthony Monteiro made a motion to accept the Treasurer's Report, seconded by Janet Saluk, and approved unanimously by roll call vote.

The **Director's Report** was presented by Janice Long. Janice reported that the hallway and reception area have been repainted and waiting for quotes for the flooring. Janice met with the Friends; they will be working on a fundraiser. Deck project is not able to move forward at this point. Social Services is working with the Fire Department for the smoke detector program. Anna is working with Mass COA on a manual for outreach workers. Kathleen Janssen will be working with the Mass COA committee to train new Board Members, DayBreak to start next week. The new bus driver started, will need a part time driver as Walter resigned. Vaccine call are down, many vaccinated participants are wearing masks still. Acceptance of the Director's Report was made by Nina Smith, seconded by Patricia Desmond, and approved unanimously by roll call vote.

Acceptance of the **Outreach Report** was moved by Charlie Corley, seconded by Janet Saluk, and approved unanimously by roll call vote. It was noted there were 10 new clients last month.

Acceptance of the **Bus Driver's Report** was moved by Charlie Corley, seconded by Nina Smith, and approved unanimously by roll call vote. Bus still requiring wearing a mask, can increase riders slowly, now 2 on the small bus, 4 on the big bus.

**Facilities Committee:** Committee reported that the paint looks good. At the flooring meeting, it was decided a plastic type product that can tolerate high traffic would be best. Old floor will be removed, and new floor installed.

**Friends Report:** will be working on a fund raiser.

**Correspondence:** none

**Old Business:** Soft opening of center going well, will continue to monitor.

**New Business:** Ed Silveira moved the slate of Officers for vote, seconded by Janet Saluk.

Patricia Desmond, Chair

John Gill, Vice Chair

Nina Smith, Treasurer

Diane Durand, Secretary

The slate of officers was approved unanimously by roll call vote.

**Kathleen Janssen** reported about the Board training committee she is serving on. This will focus on finding new members, understanding roles, training, and onboarding new members, and ongoing training for board members. She will send information to members for feedback and suggestions.

A motion to adjourn the meeting was made by Ed Silveria, seconded by Charlie Corley, and approved unanimously by roll call vote. The meeting was adjourned at 1:40 pm.

The next meeting will be held on July 7, 2021 at 1:00pm by Zoom meeting.

Respectfully Submitted,

Melissa Esteves

Secretary