

TOWN OF PRINCETON
COUNCIL ON AGING BOARD MEETING MINUTES
TUESDAY, NOVEMBER 6, 2018
12:15 P.M.

PRINCETON SENIOR CENTER, 206 WORCESTER ROAD

PRESENT: COUNCIL MEMBERS: Jane Fife, Barbara Guthrie, Beverly Kohlstrom, Wendy Pape, Susan Stolberg, Mike Warren
ADVISORY MEMBER: William Andrysick
DIRECTOR: Aimee Kindorf
UNABLE TO ATTEND: Terry Thompson, Council Member

The October 2, 2018 COA Board meeting minutes were approved as presented.

COA BOARD ROLES AND RESPONSIBILITIES DOCUMENT was reviewed. Several suggestions were made to include in the document including budget responsibilities and long and short term goals. Term limits for board members need clarification. Age limits for serving on the board as well as age limits for attending COA events need clarification. It was agreed that age limits should not be a factor for attendance unless a funding source requires an age limit. The word "total" should be removed from the first bullet under "Roles and Responsibilities" relative to identifying needs of the senior population. The word "advisory" needs to be clarified within the document. The question arose as to how individuals are replaced or re-elected when board member terms are completed. The board also questioned what the town's definition of a "quorum" should be. It was suggested that the word "all" be removed from the statement that the "Chair will "preside at "all" meetings of the Council. It was also agreed that the COA Director should have a role in the selection of COA board members.

TOWN OF PRINCETON CODE OF CONDUCT DRAFT DOCUMENT. There were no suggested changes.

BUDGET UPDATE. A COA budget expense detail report as of 10/25/18 was distributed. Frustration was expressed by board members concerning the lack of detail the report provides. Aimee continues to seek a further breakdown of budget line items in order to determine how much money may be available for programming expense. It is also unclear how much money will be needed to equip the new COA space.

COA HARVEST LUNCHEON will be held on Wednesday, November 14th, 12:00 Noon. It was agreed to purchase the food from Boston Market as they will deliver the food heated and ready to serve. Notices will be put on the Town News and Next Door web sites. Flyers will be put up in strategic locations in town. People will be asked to make reservations so that an approximate count of people attending will be available.

A question arose as to whether there was a list of town residents who should be called to let them know about COA events and if there is no list, should one be developed.

MOC AND CONGREGATE MEALS. Aimee reported that she had contacted the Montachusett Opportunity Council (MOC) concerning their food programs. MOC can provide meals to senior centers. A donation of \$3.00 is asked of those attending the luncheons. It was suggested we try providing a MOC luncheon once a week when the COA moves to its new space. MOC also has food that they will donate

to senior centers. COA volunteers would be responsible for cooking and serving the meals at the Center. Space would also be needed for food storage.

MOVE TO NEW SPACE. No news is available as to when work will begin on the space renovations. (Board members toured the facility today prior to the start of the Board meeting.)

UPCOMING PROGRAMMING. The Harrington Farm Luncheon is scheduled for Thursday, December 13th. Thirty people have already signed up to attend. The Town of Princeton's Christmas Party for staff and volunteers is scheduled for December 12th, 5:30-7:30 p.m. at the Mountain Barn.

On December 10th, Lisa Coleman (Lilacs of Sterling) will hold a class on making a Holiday Centerpiece. Cost will be \$20.00. Attendees will be asked to sign up and pay in advance for the class.

Aimee reported she is researching additional exercise classes such as Chair Yoga, Balance Exercise Class, Cross Fit for Seniors and a Tai Chi class. The walking group continues to meet on Thursday mornings.

A representative from SHINE will provide a workshop on Tuesday, November 13th at 11:30 outlining the health insurance options available for seniors.

NEXT MEETING: TUESDAY, DECEMBER 4, 2018, 12:15 P.M.