



COMMONWEALTH OF MASSACHUSETTS
Town of Southwick
Council on Aging
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COUNCIL ON AGING BOARD MEETING
Monday March 14, 2022 at 12:30pm

Meeting called to order by Paula LeBlanc 12:31 p.m.

No Public participation

Present: Donna Foisy, Carol Laughlin, Harvey Hollm, Jack Poci, and Director Cindy Sullivan

Zoom: Theresa Rogers and Carol Smith

Absent: Harriet Fischer

Resigned: Donna Charron

February minutes were reviewed; motion to accept by Jack Poci and second by Carol Laughlin. All in favor by roll call vote and motion carries.

New Business:

Update from COA Director:

- A.** Resignation of Donna Charron was sent to Select Board. Still waiting on acceptance of Carol Smith to become a voting member of COA and acceptance of Elaine Boucher as an associate member.
- B.** Herb Pace Good Citizen Award was discussed as there were three nominations: Joyce Bannish, Alan Garde and Donna Charron. This was a tough decision as all were highly qualified for this award. A motion was made by Paula LeBlanc to give award to Alan Garde and second by Carol Laughlin. All in favor by roll call vote and motion was accepted. A date and time to present award will be made after Alan and family are notified.
- C.** Mid-Year Director Goals and Objectives were discussed and a letter of acceptance by the Council of Aging Board was presented and read. A motion to accept letter was made by Jack Poci and second by Carol Laughlin. Vote was made and all in favor by roll call vote to accept letter for attachment to Select Board.

D. Update about Programs

1. Dining room - more and more are coming inside but there are still a number that like to pick up and go. Grab and go will continue as long as Highland Valley continues delivering packaged meals. Suggestion was made to include a survey letter in the hot lunches given out to see if any more would be interested in coming inside to socialize and eat their lunch. Director will address suggestion to Highland Valley. Another suggestion was made by Harvey Hollm to create a letter of thanks to our volunteer meals on wheels drivers for their many hours of service.
2. Brown Bag – thirty two bags prepared for pickup from garage. Most are picked up by noon and others throughout the day with any left sent to the Food Pantry. It was made known that Sam Goodwin a former Brown Bag volunteer and one of the COA's go to drivers had passed away.
3. Transportation - Council of Aging staff did 6 hours of training on the new FRTA software program. Slow to start since this was map-based and addresses must be entered so it hasn't gone live as of yet. In the beginning drivers will have both written list and the software generated program.
4. Finances - budget was submitted on March 5, 2022.
5. Classes - are full. Two card groups now on Tuesday which includes Cribbage and Whist, cards also on Thursday. Painting class still taking place but need more consistent attendees.

Old Business:

- A. Board Position update - Donna Charron Resignation accepted. Will bring thank you gift to her when weather gets warmer as it would be presented outside due to regulation where she is now residing.
- B. Ethics test - Carol Smith and Theresa Rogers must complete.

Motion to adjourn at 1:07pm by Jack Pocal second by Carol Laughlin. Accepted unanimously.

Next Meeting, Monday, April 11, 2022 at 12:30pm.

Respectfully submitted,
Donna Foisy