

Kingston Council on Aging
Secretary Report
Advisory Board Meeting
May 9, 2023
Approved by vote at meeting held on 6/13/23

Meeting was called to order at 11:30
Pledge of Allegiance was recited.
Thank you, PAC TV,

Board Members present, Joe Favaloro - Chairman, Austin Sennett- Vice Chairman, Donna Weinberg, Wes Meiggs, Joan Hutchinson, Caty Starr - Secretary, Maureen Elwood
Also Present: Mary Beth Lawton- COA Director, and Mary Hayes

Open Forum – Board Member Donna Weinberg asked if she could bring something up for discussion at this time, which was declined. (It has since been explained that due to Open Meeting Laws, Board Members must present topics for discussion to the Chair prior to the meeting to be added to the agenda. Open forum is reserved for members of the general public).

Secretary Report - A motion to accept the April Secretary's report was made by Caty and seconded by Austin. All in favor.

Chairman's Report - Joe read his Chairman's Report which included information about ticks, preventing exposure, and symptoms of a tick bite. Joe also spoke about the latest scams.

Directors Report - Mary Beth's report included information about the FY 23 Budget year to date and the lunch program. There was discussion about the cost of the Thursday lunches, currently budgeted for \$18,500 for the year. Based on the current cost of food, this budget figure is unsustainable. Old Colony Elder Services is willing to offset the cost of all paper products used for Thursday lunches. Mary Beth is also going to switch the coffee product currently being used, and put out a donation jar to try to offset coffee costs.

The Board Member training is now scheduled for Monday June 26, from 1:30 - 3:30pm at the Plymouth Center for Active Living.

There was discussion about the Patio Room and how it is only able to be cleaned off by volunteers. There is no staff resources to handle this at this time.

There was discussion about someone with a therapy dog in the lunch room. This is only allowed if the dog stays within its own carriage container. Dogs may not be out in this room when food is being served and consumed.

The plants for the outdoor gardens have been donated by Lowes, and will be picked up by Phil Pallone. Volunteers are needed to help plant and continuously water them throughout the season.

There was discussion about the donation food table at the Thursday lunch. Mary Beth plans to implement a first come first served system to handle the food distribution.

Mary Beth spoke about seeking a candidate for the position of Assistant Director of Elder Affairs. This position was recently approved at Town Meeting, and she is seeking to fill the position by 7/1/23.

Other Business - Associate Member needed and wanted - there was discussion about the desire to find someone willing to serve in an associate member position. We need to start looking for people that have interest in becoming a board member or an associate member to help out. There was discussion about talking to the Kingston Business Association to see if there is interest from local business owners.

- By Laws update - the final version of the By-Laws for the COA was approved at Town Meeting. Caty will update the Policies and Procedures to reflect sections that overlap so that they match, and will present this at a future board meeting.

- There was discussion around the upcoming board elections for the Chairman, Vice Chairman and Secretary positions.

- There was conversation about using volunteers to water the plants in the summer.

There was discussion about Austin being the official liaison to between the KCOA and Triad. There was a motion made by Joe to finalize this, which was seconded by Joan. All in favor.

Remembered: None

Suggestion/Comment Box - There was a comment about dogs in the lunchroom, which was covered earlier in the meeting. There was also a question asking who pays for additional meals, which is paid by OCES.

The Veterans will be hosting lunch on Memorial Day which is sponsored by Charlie Hess.

Next meeting will be June 13, 2023 @ 11:30 at COA Senior Center and/or ZOOM

Motion to Adjoin was made by Joan and seconded by Maureen. All in Favor.

Respectfully submitted,
Caty Starr, Secretary