

**Minutes of the COA Board Meeting Held August 31<sup>st</sup>, 2021**

**Present:** Richard Kelsay, Mary Hourigan, Tom Keogh, Joan Hoey, Neal Boldrighini, Lee Ann Cerretani, Josephine Madrazo, Director and Lynette Boldrighini, Assist. Director.

**Call to order:** Board Chairman Richard Kelsay opened the meeting at 4:28 PM.

**Minutes of the Board Meeting** from May 27<sup>th</sup>, 2021: Minutes of said meeting were examined, Joan made a motion to accept them and Leanne seconded the motion. No discussion and minutes were accepted by a unanimous roll call vote of the Board, 6-0.

**Director's Report by Josephine:** Director and Assistant Director met with Patty Sullivan Liaison for MCOA Age/Dementia Friendly Community. Josephine asked board to review toolkit and she would schedule Patty to speak with the board at a future meeting. Meal programs are back in person: Welcome Back Lunch, Pasta Dinner/Triad and Apple Cider Social set for September. Past programs will be resumed; Chorus, Apple workshop, Arthritis Exercise, Tai Chi and Guitar lessons are all restarting up. New offerings at the COA include the Therapy Garden classes. Bone Broth class is to be held in November. Participants will learn to make their own, recipes and tips. Men's group will be held on 3<sup>rd</sup> Wednesday for October. 3 gents attended and were provided with coffee and donuts, future group topics and activities will be decided based on member's interest. Crafts with Elisha have gone well and continue to attract 18-25 participants at a time.

**Treasurer's Report:** Tom reported the Gift account Currently has a total of \$4412.79 and Fairfield Account has \$35, 471.83. Neal made a motion to file and Mary seconded, 6-0 vote in favor. Tom said he would like to continue his efforts to make the budget explanations more board friendly in the new year.

**Correspondence:** None

**Old Business:** Veteran's Memorial Group continues to maintain sites; group will pick up again before Veteran's Day in November. Neal mentioned Mike Healy from town Beautification committee added pots of flowers to the sites enhancing them. Benches are being order for 2 sites as well as stones for plaques for other sites. DPW will facilitate these, most likely after their summer road work repairs slow down. Neal was hoping the group, along with any other COA participants interested, would like to try and decorate the COA/Library for the Holidays. Neal said that the energy and enthusiasm of the group was something he would like to see continue through the winter.

**New Business:** The board reviewed goals for the 2021 COA BOARD GOALS

- Joan    Communication with Public Housing residents to encourage COA participation.  
          Short term goal, Jo to contact with Residents Services Coordinator, In Progress 9/1/2021
- Tom    Street signs to inform public of location COA, Short term and Ad-hoc, Jo in contact with TM, In Progress 9/1/2021
- Mary    Revise constituent survey, short term and Ad Hoc, Meetings with Jo, Lynette, and Tom, In progress Jul-21
- Neal    Improve COA website and social media presence, Long Term and On-going, Developing  
&
- Leanne

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- Tom Finalize improved financial reporting summary and develop Annual Report format, meeting with Jo, Short Term and Ad Hoc, In Progress
- Tom Formalize Annual Meeting contents, Financials, Status of Current year goals, Goals for upcoming year, Short Term and On-Going, Developing
- Board Review of By-Laws with recommendations for any needed changes, Annual and ongoing, In Progress

Tom made a motion to move that the Board should approve an agenda item for the next Board meeting to reconsider the wording of the Bylaws concerning rescheduling regular meetings. This motion is proposed in order to allow the Chair to more easily respond to emergency or unforeseen conditions, like the pandemic of 2020-2021. The change to be considered at the next Board meeting would eliminate wording that requires this redundancy before changes to the Bylaws can be made. Mary seconded and vote 6-0 in favor.

Motion to adjourn at 5:50 by Neal and seconded by Tom, 6-0.

Next meeting is scheduled for September 21<sup>st</sup> @4:30 pm

Respectfully submitted,

Lynette Boldrighini, Assistant Director COA

**Voting Summary:**

2021-04 A vote to accept minutes from May 27<sup>th</sup>, 2021 Board Meeting. Joan Hoey motioned to accept, Leanne Cerratini seconded. Affirmative -6, negative -0. Affirmative votes: Joan Hoey, Leanne Cerratini, Tom Keogh, Mary Hourigan, Neal Boldrighini, and Dick Kelsay.

2021-04 Treasurer's report accepted and put on file. Motion to accept made by Neal Boldrighini and Seconded by Mary Hourigan. Affirmative -6, negative -0. Affirmative votes: Neal Boldrighini, Mary Hourigan, Joan Hoey, Leanne Cerratini, Tom Keogh and Dick Kelsay.

2021-04 A vote to accept the rewording of bylaws at next board meeting. Motion by Tom Keogh, seconded by Mary Hourigan. Affirmative -6; Negative -0. Affirmative votes: Joan Hoey, Leanne Cerratini, Tom Keogh, Mary Hourigan, Neal Boldrighini, and Dick Kelsay.

2021-04 With all business completed before the board, Motion to adjourn at 5:50 pm by Neal Boldrighini and seconded by Tom Keogh. Affirmative -6, negative -0. Affirmative votes: Neal Boldrighini, Tom Keogh, Mary Hourigan, Joan Hoey, Leanne Cerratini and Dick Kelsay.

