

**COHASSET ELDER AFFAIRS  
BOARD OF DIRECTORS MEETING**

Willcutt Commons  
91 Sohier Street  
Cohasset, MA 02025

April 11, 2022

**MINUTES**

In Attendance: Elinore Barrett, Tana Carlson, Elaine Coyne, Rich Hynes, Diana Karcher, Paul Kierce, Taffy Nothnagle, Jim Murphy, Beth Tarpey

Not in Attendance: Jim Carpenter, Sarah Livermore, Sue Reagan

Also Attending: Nancy Lafauce, Karen Oronte

Tana Carlson, Chairperson called the meeting to order at 9:04 am. Tana thanked Diana for stepping in and covering during her absence and gave kudos to Nancy and her staff for their continued hard work.

March Minutes were accepted.

**Treasurer's Report**

March general fund expense of \$34,503 is approximately \$10,000 higher than our typical monthly average expense of \$25,000 as there were 3 payroll periods in March. Year to date expenditures continue to remain within our total budget with an overall 71.35% expenditure rate for the nine-month period ending March 31.

Column two includes receipts and expenses of the American Rescue Plan Act (ARPA) Food Insecurity Award and the Formula Grant.

As noted last month, we received confirmation that our 2022 Formula Grant in the amount of \$20,256 has been approved. All funds are expected to be received in May.

It was also noted the in October 2021, the Town recorded a \$10,000 federal grant we received under the American Rescue Plan Act to cover certain food costs. The grant is to be paid in equal installments (\$1,428) every six months from March 2021 through March 2024.

Combined YTD total grant expense is \$13,915 on March 31.

ARPA grant expenditures, all food related, total \$4,023.

Formula Grant expenditures total \$9,892, the majority covering Nettie's payroll in connection with our accreditation with the NISC.

As of March 31, Revolving Fund expenses exceed receipts by \$6,856. The Revolving Fund balance on March 31 is \$16,491. Richard will soon be conducting his quarterly review of revolving fund activity. We will share the results of his review with you.

Our total Gift Fund balance on March 31 is \$57,385. Our unrestricted gift fund balance is \$34,518. March gift revenue of \$5,005 includes \$5,000 from SSL and a transportation gift. March gift expenses were primarily for social worker payroll.

Treasurer's Report accepted.

Paul Kierce asked if there was enough money in the budget for increased cost of gas for our vehicles. Paul also has attended Capital Budget meetings to address the need for a van. Scituate and Hull were successful last year in using grant monies (80%) and (20%) Capital Improvements to obtain vans.

Leases and grants are up for town electric vehicles. The town has decided to keep 2 out of 3 of the electric cars. We need to convince the town that we need the 3rd electric car for transportation of our elders.

### **Director's Report**

Please see Nancy's report attached.

Karen suggested that Friends of CEA could purchase the TV needed for the dining room.

### **Other Business**

Karen updated us about the Friends of CEA. This is the 13th year of Cafe on Mondays. We need to get more people to attend. We are working on appropriate seating outside the nurse's office.

Jim suggested our most powerful tool for advertising is a website. We have been trying to get our own for 2 years.

Rich talked about Memorial Day activities: Thursday (5/26) @ Beechwood Meeting House presentation; Saturday (5/28) 1:00 at the Healing field and Sunday (5/29) parade. He also said that the VFW donated 10-15 flags to CHS.

Beth Tarpey updated us on Affordable Housing. Habitat for Humanity will develop the land in N. Cohasset. The land has been transferred to the Trust. We need more town land for affordable housing.

Taffy said 12 units of affordable housing for the disabled will be leased by May 1st. She said that 60 Elm St. has a statewide waiting list. It has become a difficult process screening candidates and that local people are low on the list. The national waiting list has 2,000 people waiting and there are 11 vacant apartments at 60 Elm. There will be a large meeting held tomorrow here at Willcutt with State Legislators.

### **National Institute of Senior Centers**

Paul spoke about By-laws for the certification. He talked about amending our written documents, adding Code of Conduct, Policy, Staff Volunteer Guidelines, Serve Safe certification. These should be captured and put in guidelines to become our permanent by laws.

Meeting adjourned @ 10:38 a.m.

**Next meeting date: Monday May 9, 2022.**

Respectfully submitted,

Elinore Barrett, Secretary