

**COHASSET ELDER AFFAIRS
BOARD OF DIRECTORS MEETING**

Willcutt Commons
91 Sohier Street
Cohasset, Ma 02025

May 10, 2021

MINUTES

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

Not in Attendance: Sue Reagan

Also Attending: Nancy LaFauce, Karen Oronte, Nettie Nuttle

Tana Carlson, Chairman called the Zoom meeting to order at 10:04 am.

April minutes accepted.

Treasurer's Report:

General fund expenses total \$33,186 during the month of April, approximately \$10,000 higher than our average monthly expense because we had three pay periods during the month of April. Budgeted funds available to cover the remaining 2 months of FY 2021 total \$90,995. As discussed last month, we expect to close the year with a surplus due to our slowdown during the pandemic.

The Formula Grant proceeds are still not reflected in the account as of April 30. Nancy will follow up as to when we will receive the funds.

Formula Grant expenses totaled \$1,716 in the month of April. On April 30, we have expended \$16,847 of the anticipated \$20,256 grant proceeds.

YTD Revolving Fund expenses exceed receipts by \$4,761 on April 30. The revolving fund balance on April 30 is \$24,479.

A sixth account was added to the Gift fund balances this month to track the expected \$5,000 MAPC taxi service gift. We received \$2,500 of the gift in April. As Nancy explained last month, we must spend 85% of the funds before we receive the remaining \$2,500. No taxi service expenses are reflected yet at 4/30.

April gift fund expenses of \$4,769 relate to the social worker salary.

On April 30, our 6 gift fund balances total \$54,195. Our unrestricted gift fund balance is \$33,322.

Treasurer's Report accepted.

Director's Report:

CEA still has locked doors to control the space limitations, but in person yoga has started and on 5/17 Seniors Got Strength will be in person. Both programs will also be available via zoom. Outreach services will be available by appointment only. There will be outdoor art class on Tuesdays in June, no masks required but social distancing necessary.

Wednesdays we will offer around town door to door van transportation. One rider at a time, for now. Masks must be worn. Drop offs to supermarket, library or anywhere in town on a first come first serve basis with 48-hour notice.

CEA along with the Paul Pratt Library is offering a LGBTQ program on Wed. 5/19. Nancy would like all board members, if available to support this program, which is one of the Cohasset Select Board's goals of inclusion and diversity. It is free and will introduce the language and labels of the modern LBGTQ community.

The leadership at the Cohasset Stop & Shop have designated Willcutt Commons as the recipient for a financial donation from the proceeds of their special flower bouquet under the Bloomin' 4 Good Program. These bouquets are \$9.99, and CEA receives \$1 for each one sold in the month of June. PLEASE support this generous program. Proceeds to be used towards a congregate meal.

Mother's Day lobster and chicken dinner drive by was a big success! Thanks to Jim Murphy, Dan Volungis and Elinore B. We had 80 happy customers who received a meal. Also, many thanks to the Community Garden Club of Cohasset who created a nice flower arrangement for each of the mothers to take home and enjoy!

Remember to join the MCOA walk challenge for exercise and to help CEA win money for programming. www.mcoaonline/walkma

183 individuals participated in over 800 services, events and programs last month. 9 individuals were transported to medical appointments. Up from 6 the month before.

Liaison Reports:

Housing Authority - Taffy - The official dedication of Kate's House will be May 18th at 1PM.

Funds are also being requested on the Town Warrant for necessary repairs at 60 Elm. There was a discussion about the admission process and Nancy said CEA assists all seniors requesting help in completing housing applications.

Swim Center - Diana - The official opening of the Town Pool is June 26, with a soft opening on June 19. The interior work is complete, everything is painted and looks beautiful. Swim lessons and water aerobics will only be offered to Cohasset residents this summer.

Friends - Karen - Concerns were raised for seniors suffering emotional health challenges due to the pandemic, suggesting possible outdoor social gatherings under the tent, following social distancing guidelines.

National Certification Process - Nettie Nuttle

Our informal self-assessment process for pursuing NCOA accreditation is going very well. Last fall the committee decided to perform an informal “self-assessment” prior to completing and submitting our “Intent to Self-Assess” form with NCOA. A deposit payment of \$500 is required to be submitted when filing the form. BOD input was requested regarding the time frame to file the form and make payment. By submitting the form, we start the clock for completion of the self-assessment process within a maximum of 3 years. The total fee to be paid to NCOA for the accreditation process, is \$1,700, which includes the \$500 deposit. We are also responsible for any related NCOA travel expenses.

Based on work performed to date, both Nettie and Nancy feel confident we will be able to complete the process and produce the required self-assessment documentation (our manual) for submission to NCOA in a year. The manual will address and document 9 standards required for certification. Documentation of the first four standards is substantially complete at this time. After our manual is submitted and reviewed by NCOA, an “On-site Peer Review” and after that an “Off-site Peer Review” will be conducted by NCOA. Nettie is pleased and excited about the process to date and the willingness of town department officials, community volunteers, staff, etc., assisting with this project. Both Nettie and Nancy feel confident we will be ready to file our official “Intent to Self-Assess” form with NCOA and pay the required \$500 deposit at the start of fiscal 2022 (July 2021). The Board was in agreement with their suggested timeline.

Meeting adjourned @ 11:14 am.

Next meeting date: Monday, June 14, 2021 @ 10:00 am.

Respectfully submitted,

Elinore Barrett, Secretary