

CITY OF BEVERLY
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**BEVERLY COUNCIL ON AGING
BOARD OF DIRECTORS MEETING** 2023 APR 28 A 8:35

Tuesday, May 2, 2023
2:30p.m.

AGENDA

1. Welcome- Blair Smith, Chair
2. Secretary's Report – minutes of 4/4/23 meeting - Rich Tabbut, Secretary
3. Director's Report – Chris Gomez, Director
4. Discussion re: changes in format discussing/learning about budget for coming year – Blair
5. Planning for June meetings (board typically meets twice in June and does not meet in July)
6. Update planning for Senior Day in the Park
7. Committee Reports
 - Grants Committee
 - Awards Committee
8. Unfinished business
 - ARPA funds update if any
 - Policy for community bulletin board
9. New Business
 - Updates on staffing and new hires – Chris Gomez
10. Announcements
11. Adjournment

Next Meeting: Tuesday, June 6, 2023
2:30pm

Council on Aging Board of Directors

Tuesday, May 2, 2023

2:30 p.m.

DIRECTOR'S REPORT

Building Concerns and Usage

Heating- 1 of the 4 furnaces was disconnected by the city's plumber because it doesn't work and so the others could run.

Cooling- 1 of the 4 units is not working.

Parking lot needs to be repaved.

Sprinkler system needs to be revamped; many parts of the lawn are not getting irrigated.

Some windows need to be fixed because they can't open.

We hosted Congressman Moulton's Town Hall April 20, 2023

Administration and Finances

YTD Budget Reports

Working on two new grants and continuing to work on the AARP grant for the mobile computer cart. One of the new grants is from the Massachusetts Council on Aging and is for digital literacy and the reward can be up to \$100,000. The other grant is from the Department of Transportation in hopes of securing funds for a non-cdl van.

We have received a \$3,000 donation from New England Biolabs.

Programs and Events

Volunteer Recognition Event May 2, 2023, 12:30-2 p.m.

LGBTQ & Friends coffee hour May 16, 2023 @ 10 a.m.

Met with a representative from N.S.C.C about language classes, we are now just waiting for a quote. Classes would be for up to 20 people, 1 hour class once a week for 10 weeks and would start in June.

We are bringing back Bingo on May 25, 2023 and will be hosted by Sgt. Dan Brown

I will be teaching a Dominoes class on Mondays.

Chair Volleyball starts May 8, 2023.

We are continuing to increase our day trips and transportation access.

Meetings/Activities/Clients/Clients of Concern

Held Elder At-Risk Task Force Meeting on April 13, 2023.

Met with the CEO of Senior Care and members of the organization.

Have met with several seniors that stopped coming and are now returning to the senior center.

Personnel Updates

Suzanne Kosch was hired as Assistant Director effective April 27, 2023. Michelle Matusiak was hired as Transportation Coordinator effective May 4, 2023. We have made an offer to someone for Michelle's vacant full-time driver position. Suzanne's old position of Administrative Assistant is posted online and we will begin to interview candidates in the coming weeks. The seasonal Activities Program Assistant position is also posted and interviews will begin within the next few weeks as well. Jonathan and Nancy finished their respective internships and we will be getting more interns in the fall.