

BERKLEY COUNCIL ON AGING
MINUTES OF MEETING
July 13, 2023

Board Present: Margaret Moroff, Arlene Medeiros, Cathy Charette, Kathee Strozyk, and Carol Buote

I. Call to Order

Margaret Moroff called the meeting to order at 9:30 a.m.

II. Margaret Moroff asked that questions be held till the end of each article. Margaret stated that she was asked by members of the board to remind the group of this.

III. Margaret Moroff announced that the meeting is not being videotaped. The cable commission is looking for camera operators

IV. Acceptance of Prior Minutes

1. Carol Buote motioned to accept the minutes from June 1, 2023. Arlene Medeiros seconded the motion and the board voted unanimously to accept the meeting minutes.

V. FY 2023 Budget Update – Arlene Medeiros provided the budget update as of June 30, 2023

1. Town Budget Balance: Salary Account Balance = \$14,416.46 to be returned to the town.
2. Formula Grant Balance: \$15,458.86, this balance can carry over.
3. Earmark Grant: \$57.24 will be returned to the state.
4. Program Donations Balance: \$6543.80
5. General Donations Balance: \$4,448.36

Kathee Strozyk motioned to accept the treasurers report the motion was seconded and the board voted to accept the report.

VI. Events -

1. **Ceramics** - Margaret Moroff discussed ceramics and said the events are well attended. Krista Celia informed the board that the next ceramics class is scheduled for Wednesday, August 30th at 11:00. It will be a garden theme again. Carole Buote asked how long the classes run and was told by Krista Celia typically 2 hours but if the center is not running a program after than crafters are welcome to stay and keep working if they want to. Krista Celia informed the board that she had spoken with Dale Pagano about a lighted Christmas tree workshop but the price would be \$50 for painted and \$75 for a glazed 12" tree. Cathy Charette said she did this before at a craft store and the cost was \$85. She explained that was a reasonable price for this project. Krista Celia asked if there would be a discount for Berkley residents and the board discussed and decided that there would not be a discount. The board decided to run the ceramic tree workshop in November for \$75.
2. **Painting with Amy** – Krista Celia explained that the humming bird feeder workshop will be July 20th at 3:00 and that 16 people had signed up. Margaret Moroff said that the later time seems to be working out and people like it at the end of their day. Krista Celia informed the board that Amys next class will be miniature houses and it is scheduled for August 24th at 3:00.
3. **Blood Pressure Clinic** – Margaret Moroff read from the agenda that the blood pressure clinic was canceled and inquired why. Krista Celia said that the volunteer nurse who conducts the clinic is unable to make it and that she will be back the following month.

4. **Planning of Senior Lunch** – Margaret Moroff discussed a meeting that took place at the Ward 5 that included herself, Krista Celia, Kathee Strozyk and the owner Ward 5 Helen Cardoso. Margaret shared that the venue was really nice inside. Krista Celia presented the information sent from the Ward 5. The cost per person is \$15.95 plus 20% gratuity. The meal will include a garden salad, chicken alfredo, baked fish, roasted chicken, mixed vegetable, bread and coffee. Drinks are not covered and a bartender will be provided for \$75. A server will also be provided at a cost of \$150. Krista Celia said that the COA would need to provide 3 additional people to serve and multiple people volunteered. Krista Celia mentioned that the email said that table cloths were included but at our in person meeting it was discussed and they were not. Krista does not want to point out the discrepancy if we are now getting table cloths. Elisabeth Monkowski said that she had tablecloths available if needed. Donna Benoit raised a concern that there were negative reviews online about the owner of Ward 5. Kathee Strozyk said that she didn't get that from the meeting. That the owner seemed regimented and organized. Margaret Moroff agreed with Kathee. Krista Celia said that the price that was quoted to the COA for this lunch is very good. It is half the price of anywhere else. Margaret Moroff said the cost would be free for Berkley seniors and \$20.00 for non-residents. Working friends would not have to pay either. Elisabeth Monkowski asked how many people would be coming. Margaret said the venue holds 400 but we were looking to limit it to 100 guests. Margaret said that it does not matter if we have more than 100 guests if out of town is paying their own way. Nancy Thompson wanted to know why the Friends needed to know the amount of people going to the event. Elisabeth Monkowski said the Friends pay for the Christmas party and events like this so that they would potentially fund the Berkley residents ticket cost. Elisabeth asked Nancy Thompson to hold off the discussion about the Friends funding the event until the next Friends meeting. Nancy Thompson brought up the need for safe serve certification to have volunteers serve at the buffet lunch. Margaret Moroff said that this was discussed and will not be an issue.
5. **Manicures** – Margaret Moroff mentioned that the manicurist, Kerrie Ann Auclair, was recently injured and we may have to push manicures back. Krista Celia said that she spoke with Kerrie Ann and that she was still interested in providing this service starting in October and the cost would be \$12 per senior. Krista Celia said she was going to ask the Town Administrator for permission to use the conference room for manicures once a month. Krista Celia went on to say that the activity room is busy on Monday and Tuesdays so it would be better if we could do the manicures in a separate room.
6. **Refuse to be a Victim** – Krista Celia said that Kerrie Ann Auclair agreed to run this program as two 1.5-hour classes at a cost of \$200 a class. Arlene Medeiros said it would probably take place late fall due to Kerrie Ann's injury. The board decided to move forward with the program.
7. **Tech Talks with Kevin** – Krista Celia told the board that the first Tech Talk would take place on August 22, 2023 from 2:30 – 4:00. The program would cover the presenters Top 10 Applications. Arlene Medeiros asked if this was a program for seniors only. Margaret Moroff said no. Kathee Strozyk said that maybe the younger people that come will be more tech savvy. The board discussed that this would be geared towards seniors and presented in the senior center so that mainly seniors would sign up. Krista Celia asked if there should be refreshments. Margaret Moroff said coffee and pastry.
8. **Proposed New Events** –

- A. Carol Buote suggested the senior center partnering with the library for a game day. The board discussed that the center is a place that you can come in and sit. The board talked about having a puzzle left out on the table so people can complete it a little bit at a time
- B. Margaret Moroff asked Krista Celia to reach out to the school in regards to the Christmas Party. She said it was either the first or second Saturday in December. D&D Catering out of New Bedford provides a Turkey Dinner Buffet. Carol Buote said the food is really good.

VII. Friends of the COA Report – Elisabeth Monkowski said the Friends have over \$18,000 and to let them know if the COA needs anything. Carol Buote asked if signups for the craft fair have started because the library would like a table. Elisabeth Monkowski said that yes, the information sheet is out on the tables. Arlene Medeiros brought up the Friends 4th of July cookout. Roberta Poli joked that the set up was very wet. Margaret Moroff said that it was a lot of fun and there was a great turnout. Carol Buote said that the food was great. Krista Celia asked if there was any information on the next Friends luncheon and Elisabeth Monkowski said that she would send it for the newsletter.

VIII. Election of Officers:

- 1. **Chair** – Arlene Medeiros nominated Margaret Moroff for Chair of the COA. The motion was seconded and the board voted in favor.
- 2. **Vice Chair** – Margaret Moroff nominated Arlene Medeiros for Vice Chair of the COA. Kathee Strozyk seconded the motion and the board voted in favor.
- 3. Arlene Medeiros explained that Krista Celia would be handling more of money responsibilities. Margaret Moroff said that Krista had been working with Arlene since she started learning the position. Arlene Medeiros motioned to have Krista Celia sign invoices minus members of the board. Kathee Strozyk seconded the motion and the board voted in favor.
- 4. Margaret Moroff asked if a thank you letter had been sent to Marc Pacheco and Krista Celia said no but she would send one.

IX. Public Input – Nancy Thompson asked for the board to review and update their bylaws. Arlene Medeiros said that the board had begun that a couple years back. Carol Buote said it could be done a little at time by bringing up a section at each meeting. Arlene Medeiros said that she does not care to do it a little at a time and suggested a meeting dedicated to only the by-laws.

X. The next meeting will be August 3, 2023 in the senior center at 9:30 a.m.

XI. Cathey Charette motioned to adjourn and the motion was seconded and the board voted in favor.