

**Carlisle Council on Aging and Human Services Board Meeting
in the Hollis Room at the Gleason Library
May 30, 2023 Minutes**

Board Members Present: Verna Gilbert, Ann James, Toni McBride, Ann Quenin, Mary Cheever, Elisabeth Bojarski, Sally Hayen

Associate Members Present: , Abha Singhal, Maxine Crowther

COAHS Staff Present: Carol Grueneich, Melissa Roman

Select Board Liaison: David Model

Friends Representative: Jean Bagnaschi

Guests: Charlie Cox, Dan Barlow

The meeting was called to order at 10:30 a.m. by Chair Ann James.

Secretary Minutes: A **motion** was made by Ann Quenin to accept the April 25, 2023 minutes submitted by Verna Gilbert. It was seconded and carried by voice vote.

Director Report:

- A **motion** was made by Verna Gilbert to accept the May 30, 2023 Director's Report; it was seconded and carried by voice vote.
- Recent events included visiting the Museum of Fine Arts during Art in Bloom and visiting the Griffin Museum of Photography in Winchester.
- Officer Kerry Baxter presented Avoiding Scams 101 to a large and interested audience. She offered to make presentations on other topics in the future. Call the police if you have concerns/information about scams. Mary suggested adding a section to the newsletter about current scams.
- The first COAHS-sponsored film event was held Friday, May 5 in the Hollis Room. The film, Frida, was chosen to coincide with Cinco de Mayo. Mexican desserts and beverages were enjoyed by the 14 participants. Starting in FY24, Linda plans to offer a film monthly at the Gleason.
- A total of 196 rides were provided in May, 14 of which were long distance. Carlisle hosted a driver training session on May 5, led by the Massachusetts Rural Transit Assistance Program (MArtap). Topics included Disability Awareness, Accessible Lift Use and Passenger Securement. The COAHS is looking for a new driver, hopefully one who will drive into Boston.
- Meals on Wheels volunteers provided 172 meals to 12 recipients in May.

Social Worker Report

- Melissa Roman, the new COAHS Social Services Manager, started today and was introduced to all.

Financial Report

- A **motion** was made by Verna Gilbert to accept the May 30, 2023 Financial Report after correcting the date to 5/30/23 and the YTD to 78%; it was seconded and carried by voice vote. It was noted that some categories were over 100% spent. This is okay since other areas are underspent, and we are allowed to move money within categories.

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- Elisabeth further added that there was no increase in the direct assistance expenses since seniors are not asking for fuel assistance and there have been fewer cases to finance. Additionally, there was a large increase in program expenses (to 95.5%) of the budgeted amount, showing the many good and successful Carlisle programs.

Minuteman Senior Services (MMSS): MMSS is in their new space. The move was completed under budget. Finances are looking better but YTD is still negative; cash on hand is improving. The State still owes MMSS a large amount of money. The “By Your Side” program, started in 2014, will end in June 2023 due to staffing and cost issues. The Community Transition Liaison program has started and has a two-year grant to fund it. It supports people moving from nursing homes back into the community. MMSS is still working on assessing their organization. They are close to finalizing a new mission statement, tag line, and logo. The next step is a new website. Volunteers are still needed for MOW, Money Managers, and Friendly Visitors.

Friends of Carlisle Council on Aging: Jean reported that the Friends are working on more intergenerational activities. The Annual Meeting was well received. The Friends will meet in June and then not until September. New associate members are Jill DeCosta and Reuben Klickstein. Jean asked whether there was any movement regarding senior space. David Model said that until the Police and Fire plans are finalized, that is on the back burner. Highland was once again mentioned as a stop-gap plan for the COAHS, but parking is an issue, as well as the expense to renovate the building.

Old/New Business:

- The board voted on next year’s slate and unanimously approved: Ann James (chair), Toni McBride (Vice Chair), Verna Gilbert (Secretary), Elisabeth Bojarski (Treasurer); at large: Jerry Lerman, Abha Singhal, Amy Livens, Mary Cheever, and John Ballantine. Associate members are Maxine Crowther, Sally Hayen, Ann Quenin, Charlie Cox, and Dan Barlow.

Next Meeting: The next meeting will be Tuesday, June 27 at 10:30 a.m. in the Hollis Room at Gleason Library. The meeting was adjourned at 11:20 p.m.

Documents Provided:

- Meeting agenda
- Minutes of April 25, 2023 meeting
- May 30, 2023 Director’s report

Submitted by Verna Gilbert, Secretary and approved on June 27, 2023