

To: Files  
Fr: David Alschuler  
Re: Hingham Council on Aging  
Meeting Notes – March 9, 2021

**Remote meeting via Zoom:**

Dial-in number: 929-436-2866

Meeting ID: 861 8621 7463

Passcode: 940302

Website: <https://zoom.us/join>

Attending:

- David Alschuler (Sec'y)
- Ethel Franks
- Karen Johnson
- Cindy King
- Elenore Letterie
- Joe Millburg
- Linda Powers
- Dawn Sibor (Chair)
- Jean Silverio
- Scott Stevenson
- Deborah Sullivan
- Jennifer Young
- Terry McDonald
- Liz Klein (citizen guest)

1. Call to order at 11:34am (Feb 9, 2021)
2. Chairman's Remarks- Dawn Sibor
  - a. Sr Center staff spent much of past week re-scheduling vaccine appointments for town clinic. Shots will be given next week.
  - b. Dawn catered several lunches last week to recognized the superior efforts of the Sr. Center staff during the Pandemic and, particularly, in supporting the town vaccination effort.
3. February Meeting Minutes:

- a. Motion to accept by Jean. Second by Cindy.
  - b. Add Eleanor to the attendance list.
  - c. Minutes accepted unanimously.
4. Director's Report
- a. Staff focus has been on supporting the Board of Health vaccination program. Second dose clinic is set to go next Thursday. No additional clinics are anticipated.
  - b. Budget review:
    - i. Municipal Funds: On budget for salaries; significantly under-running expenses due to COVID closure of space. Unused funds will be returned to the town.
    - ii. Formula Grant: Significantly under-running budget due to suspension of transportation program. If we don't spend it this year, our allocation will be reduced next year. Jennifer proposed to begin to pay certain salaries out of this account; purchase computer equipment (e.g. iPads), purchase dishwasher and dinnerware, and minor improvements to closets and bathrooms, putting windows into doors, additional TVs. Dawn suggested acquiring outdoor furniture for the patio. Must "use or lose" by end of fiscal year.
    - iii. Revolving Fund and Donation Account balances roll over from year to year.
5. Committee Updates
- a. Scott contacted and trained two people to support Zoom classes to free Jennifer from zoom class monitoring activity. Additional people are needed.
  - b. Scott has committee which has surveyed multiple Newsletters from surrounding communities. Our newsletter organization is being analyzed – for potentially redesigning the document. Other centers have full time staff assigned to manage communications. Dawn noted that the Program Coordinator position remains

unbudgeted/unfilled and is badly needed, although the town's current budget constraints make adding additional staff in the next year problematic. Perhaps NCOA would have ideas on graphic design/designers.

6. Other Business- Items not reasonably anticipated 48 hours in advance.
  - a. Ethel suggested that the Hingham Sr. Center initiate a "grab and go" (drive through/take out) lunch or dinner initiative (full meals once a month?) requires prior registration/sign-up. We Should we charge a nominal fee for dinner (or free)? We need to find a restaurant willing to cater these meals.
7. Future Agenda Items
  - a. Newsletter ad hoc committee will try to submit a report prior to the next COA board meeting.
8. Motion to adjourn by Cindy, seconded by Jean, at 12:43pm. Passed unanimously.