

Amesbury COA Board of Directors Meeting Minutes
August 8, 2024

In Attendance: Arthur Levine, Chair; Maggie Miller, Vice-Chair; Sue Ballard, Secretary; Lawrence Leahy, Treasurer; Kliggie Thomas; Nicholas Costello; Tom Maclachlan; Doreen Arnfield, Director

Guest: Mary Lee Ford, FCOA President

Meeting was called to order at 3:00 p.m.

Secretary's Report: Minutes of the June 13, 2024 meeting were reviewed and amended to include Tom Maclachlan as attending. Motion to accept the amended minutes made by Kliggie, second by Nick; unanimously approved.

Treasurer's Report: Larry reported expenditures from the Misc. Grants account of \$1,125 for Xavus Solutions (My Senior Center) annual software fee. \$2,450 is encumbered for the following expenses throughout the year: COA Membership Fee - \$1,200, NEET annual fee - \$550, and Disinfectant/Flex Wipe - \$700, with an ending balance of \$10,921.00. The Revolving Funds account had a disbursement of \$161.01 for gas for the van, and \$47.24 to Walls Ford for COA van oil and air filter change, with an ending balance of \$19,206.46.

Statistics: Maggie presented July stats in an easy-to-read format, showing a year over year increase in all areas. Going forward stats will be reported monthly with a quarterly recap. Phone calls are now being captured by ring service versus manually and will be included in the report.

Arthur and Maggie visited both Newburyport and Andover COA to talk about My Senior Center and see how they use it. It was very informative. One take-away from Andover is the popularity of travel programs and language classes. The software can show trends and if used consistently, should be 80-85% accurate.

Director's Report, presented by Doreen:

COA Team Updates

- Outreach Coordinator position still vacant. Doreen and Courtney to meet with the mayor to stress the need.
- Sue Dysart, graduating intern, will work part-time as the Outreach Coordinator starting 9/3, until the position is filled.
- EMHOT (BEHOAP) Clinician Cindy Chapper now full-time starting July 1st.
- Cathy Spell, new Receptionist, works Mon., Weds., and Fri. (NSRAW grant-funded)

Costello Center

- Plants and pictures in library.

Summer Programming

- Senior cookout June 27th at Cider Hill, 123 registered.

- EOE grant funded – CONEKT:Amesbury broadcasting monthly Birthday Party and Breakfast with the Chiefs. Recently acquired most of the equipment necessary to broadcast on Facebook. Next steps: purchase tablets, schedule tech trainings (2 paid instructors) on and off site (at home).
- Dave Jellison to train on transit app – tracking buses.

FCOA Update: Mary Lee Ford

- Health Fair Sept 6th at the Senior Center
- Live Well Amesbury Sept 7th at the Millyard – volunteers still needed.

Next meeting: September 12th at 3 pm.

Meeting adjourned at 4:00.

Respectfully submitted,
Sue Ballard