

**Franklin Council on Aging**

**Sept 12, 2023**

Franklin Senior Center Meeting Room

Members present: Jan Jewett (Interim Chair), Lyn O'Brien (Secretary), Ken Norman, Faith Flaherty, Phyllis Malcolm, Bob Kaufman, Kimberly Mu-Chow

Excused: Lester Quan

Also Present: Danielle Hopkins (FSC Director), Sarah Amaral, (Deputy Director), JoAnn Wright (FOFE President), Beth Sawyer, Carol Fletcher, Colette Ferguson

**Call to Order:** 10:00am

Minutes of last meeting June 13, 2023: Approved with minor revisions.

**Citizen's Comments:** None

**Correspondence:** None

Motion to elect officers prior to director's report – all approved.

Nominees/Voted into office as follows:

Chair: Lyn O'Brien

Vice Chair – Jan Jewett

Secretary – Phyllis Malcolm

Motion to approve nominees by Ken/seconded by Faith: all in favor unanimously.

**Director's Report: (Danielle Hopkins)** (See attached report for details).

- 911 Ceremony well attended and successful, Danielle has sent out thank you notes to all who volunteered for this event.
- Grants:
  - DOT Grant for Bus received, will pay for 80% of the bus and anticipated to have the bus in Spring 2024.
  - Technology Grant: \$34,800 awarded. Ryan P – Senior at HS and will be working on this project.
- MCOA Conference: October 11-13 in Danvers MA, Danielle and Christine will be attending.
- Furniture and Staffing
  - New furniture ordered (destroyed in flood this past summer), to be delivered by the end of October. Library, Sunshine Club and Lobby all to be replaced.
  - Staffing: Danielle summarized all positions vacated and filled as well as those that are pending approval. Mary is now the Executive Assistant.
- Eagle Scout Project: Proposal to build a Resource Center.
- Fuel Assistance starting up in October.
- Room re-evaluation. Pool room may need to be moved due to popularity. Possibly considering switching with the computer room.

- FSC Goals: Discussed possibly revision of website, enlisting HESSCO services, addressing work orders and maintenance of the building. Process for registration for events needs to be re-evaluated.
- Social Services and Activity Reports viewed (See attached)

**Chairman's Comments: (Jan Jewitt/Interim Chair and Lyn O'Brien newly elected Chair: None**

**FOFE Report: (JoAnn Wright).**

- Will be present at the Franklin Harvest Festival.
- Created a "sponsored by" banner for all events. Logo sign
- Brochure created, pending printing.

**Old Business:**

- Expo update: Potential for maximum of 41 vendors, over 30 confirmed and most are bringing a raffle prize. Need an updated volunteer list from COA and FOFE members.
- Stella Jeon Award: Will be awarded at the Expo. COA member reviewed nominees and will send their vote to Danielle by Thursday.

**New Business:**

- COA member Kimberly Mu- Chow requested a change in meeting date/time.
  - Proposed new meeting day to the third Tuesday of every month due to conflicting commitments. A motion was put forward by Lyn, seconded by Faith and all were in favor unanimously.
  - Proposed to also extend the meetings through the summer. Motioned by Jan and seconded, 6 approve, 1 opposed. Starting 2024 the COA will meet every month.
- Election of new Board Member. One position open. 3 candidates present for interview.
  - Carol Fletcher: Geriatric NP, worked with dementia and mood disorders, volunteer for multiple venues.
  - Colette Ferguson: Lives in Franklin X 28 years. Background in graphic design, worked as an instructional assistant for > 20 years in kindergarten. Volunteer for multiple venues.
  - Beth Sawyer: Retired English Department head. Interested in being a board member due to seeing the FSC grow and is known to have an approachable, friendly and welcoming personality.

Colette Ferguson was elected to be the newest COA Board Member. All candidates were qualified and encouraged to submit their application for future open positions.

**Comments: None**

**Adjournment:** Motion to adjourn – Ken Second – Kim. All approved. Meeting adjourned.

Meeting ended at 11:10am

Next meeting: October 19, 2024 at 10am in the Franklin Senior Center Conference Room

Agenda: Go over the Expo

Respectfully submitted by Lyn O'Brien, Chair