

Harvard Council on Aging
Board of Directors Meeting
November 16, 2021
4pm via Zoom Conference
Present: Debbie Thompson, Director
Cathy Walker , Treasurer
Guy Oliva, Fran Maiore, Lynne Musto, Carl Sciple, Chester Hooper,
Margaret Murphy, Kim Schwartz, Nancy Webber

Meeting began at 4:02pm Reading of the Zoom protocol -full meeting was recorded

Sept and Oct 2021 meeting minutes unanimously approved

DIRECTOR'S REPORT: Debbie Thompson

Our Outreach coordinators are working on Safety measures to prepare for the winter months. Jen Rothenberg is working with the Fire and Police department to ensure that any homes that need better signage for accurate identification in case of an emergency are receiving a metal House Number sign. The signs are being installed. Town residents last year received buckets of sand for walkways and drives. This service will happen again this year.

Many Zoom and in-person programs are being created and running for December 2021. Flu Clinic was well attended.

Story Slam was well attended - in fact the numbers were much higher than expected. 13 people registered and 20 people showed up. The Living room was at its maximum. Discussion and further discussion suggested regarding how to limit and not disappoint attendees.

75 Grab and Go Turkey dinners are getting prepared for November 17. Seniors will drive up and the food will be brought out to the individual's car.

TREASURER'S REPORT:

We are about 33% into our Fiscal year - July - Nov. 4, 2021

	Actual Usage to date
1.COA Salary	28%
2. COA Expense	19%
3. MART Salary	20%
4. MART Expense	28%
5. Formula Grant	25%
6. COA Gift acct.	0% Usage of fund will begin with new building expenses

New Building Update by Guy Oliva - 16 Lancaster County Road.
P & S is scheduled to be signed on November 18, 2021
Guy is our COA representative Attending the Permanent Building Committee meetings
An RFP will be created for the Architectural construction drawings
An RFP will be created for the actual renovation/construction

Meeting adjourned 4:25pm

Respectfully submitted by Nancy Webber