

Approved June 11, 2020

**COUNCIL ON AGING
P.O. BOX 243, 36 Muddy Pond Road
Sterling, MA 01564**

The Sterling Council on Aging Board meeting was called to order electronically by Zoom meeting on Thursday, May 14, 2020 at 5:32 pm and Liz Pape recorded the minutes. A quorum of directors was present, and the meeting, having been duly convened, was ready to proceed with business.

1. Open Meeting

2. Roll Call

PRESENT

ABSENT

Sheila Battles (2021) Member
Kevin Beaupre, (2022) Chair
Nancy Castagna (2020) Member
David Cosgrove, (2022) Treasurer
Joe LaGrassa, (2021) Member
Deb MacLennan (2021) Member
Liz Pape (2020) Secretary
Sue Protano, (2020) Member

Veronica Buckley, Director

3. Review/Approve Minutes and Treasurer's Report

Motion by Protano, seconded by Battles to approve February 13, 2020 meeting's minutes.

- Passed unanimously with Pape, Castagna and MacLennan abstaining.

Motion by Cosgrove, Protano seconded to approve March 12, 2020 meeting's minutes.

- Passed unanimously with Castagna and LaGrassa abstaining.

Motion by Pape, LaGrassa seconded, to approve Treasurer's Report.

- Passed unanimously.

It was noted by the board chair that there was no April 2020 meeting of the Sterling Council on Aging.

4. Building Committee Update

Maureen Cranson provided the Building Committee update.

5. Public Session – none

6. Director's Report

- a. Veronica Buckley gave the Director's Report which includes the Outreach and Volunteer Coordinator's Reports and all committee reports. Veronica thanked David Cosgrove for providing financial updates every two weeks as the fiscal year end is approaching. This month's report covered the period of time from the last COA board meeting of March 12, 2020 and focused on the response of the Sterling Senior Center to the Coronavirus pandemic. Veronica thanked the Team 1 volunteers: Laurel Barrett, Willy Holmes, Jean Robertson, Sean and Deidre Shapiro; Team 1 van drivers: Pam Dell and Diane Sousa; Team 1 Meals: Melissa Cassata for their tireless efforts during these difficult times.

Motion by Cosgrove, Battles seconded, to approve Director's Report.

- Passed unanimously.

7. New Business- none

8. Next Meeting – The next monthly COA Board meeting will be Thursday, June 11, 2020 at 5:30 pm at the Sterling Senior Center or electronically through Zoom.

9. Adjournment

Motion by Cosgrove, LaGrassa seconded, to adjourn at 7:32 pm

- Passed unanimously

Respectfully submitted,

Liz Pape

Secretary

Attachments –

Council on Aging Treasurer's Report FY2020

CoA Board Meeting, May 14, 2020

Reporting for Month ended April 30,2020

FY19 July 1, 2019-June 30, 2020

Account #	Description	Appropriated	Expended	Balance	Percent of Appropriated
01541-51200	CoA Wages **	\$187,464.12	\$147,183.13	\$40,280.99	78.51%
01541-53000	CoA Home Care	\$400.00	\$0.00	\$400.00	0.00%
01541-53001	CoA Title VII Nutrition & WHEAT	\$4,300.00	\$3,000.00	\$1,300.00	69.77%
01541-57000	CoA Expense	\$16,050.00	\$7,622.31	\$8,427.69	47.49%
01540-57000	Sr Center Operations	\$21,755.00	\$17,454.12 *a	\$4,300.88	80.23%

Other Accounts

Account #	Description	FY20 starting balance	Revenues ***** 48400	Expenses ***** 57000	Current Balance
24000-	Revolving funds	\$16,320.18	\$30,460.55	\$31,956.68	\$14,824.05 *b
25003-	CoA Donation/	\$15,363.88	\$3,019.00	\$243.71	\$18,139.17 *c
26011-	Formula Grant	\$0.00	\$19,332.00	\$13,882.28	\$5,449.72 ***
Account #	Description	FY20 starting balance	Revenues ***** 48000	Expenses ***** 57001	Current Balance
24000-	Sr. Center Usage	\$5,288.97	\$3,515.00	\$91.78	\$8,712.19

* Does not reflect to date value

** Appropriated amount for COA Wages represents base requested amount. To be adjusted by Merit and Longevity program when finalized.

*** Formula revenue received in January 2020.

*a Net of Town Account 01540-57003 Contra-Expense \$1,250.00.

*b Revolving. Fund Current Balance as a percent of beginning balance: 90.83%

*c COA Donation/ Current Balance as a percent of beginning balance: 118.06%

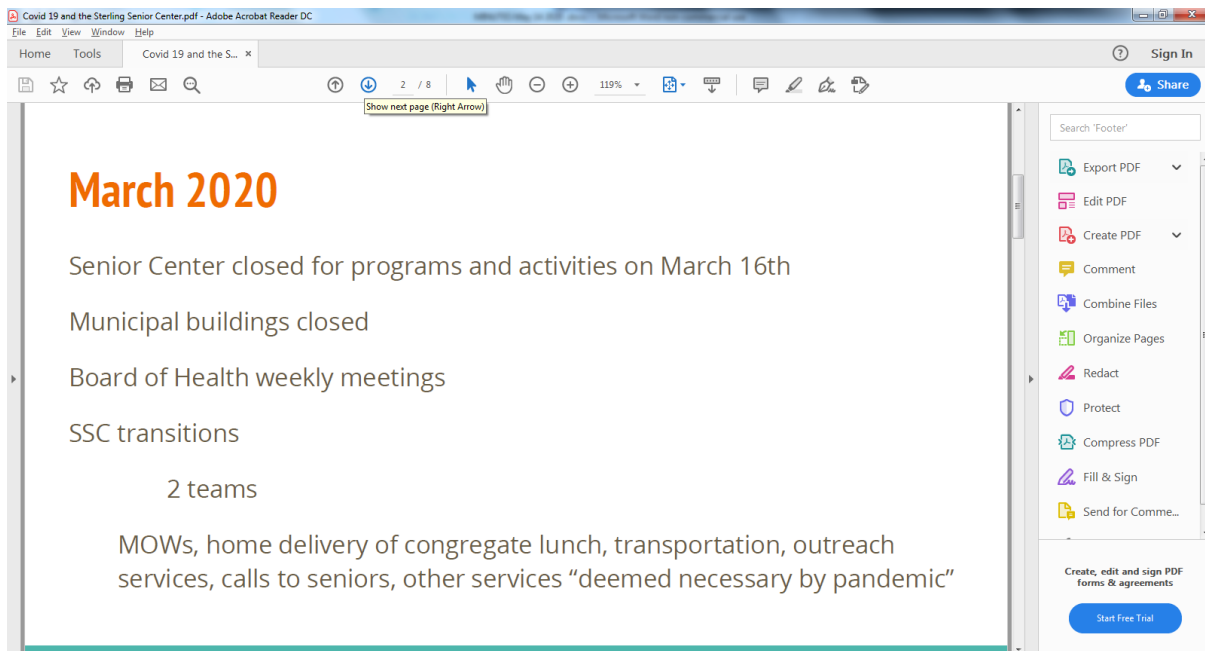
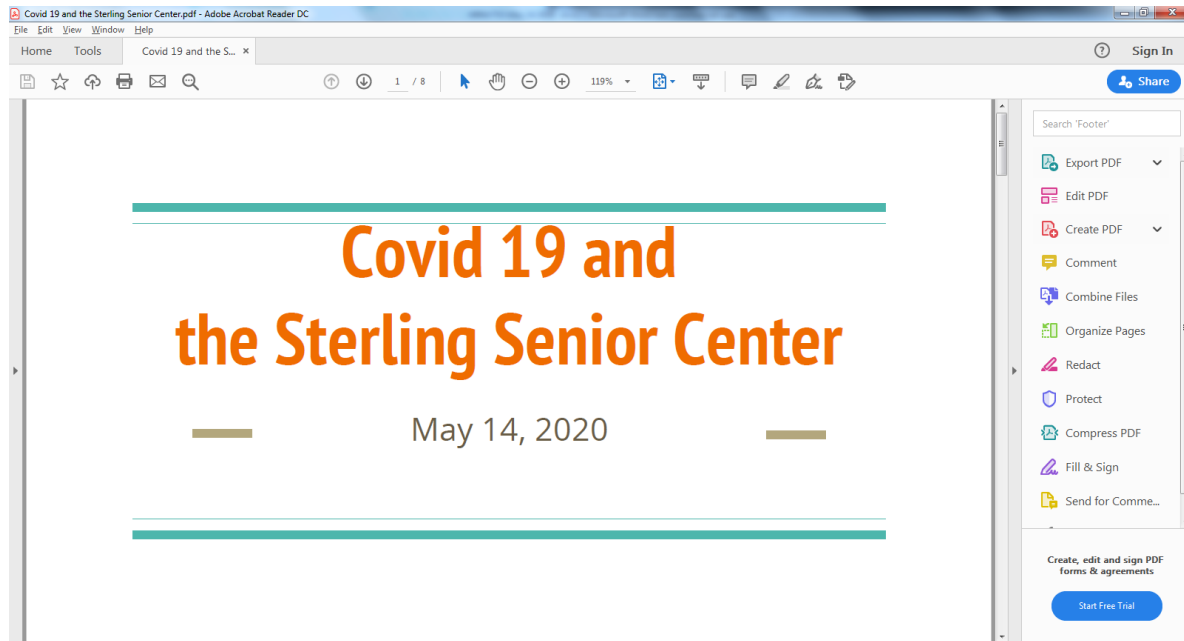
\$68,862.82 Total non-Salary Expenses as recorded by Town as of month end.

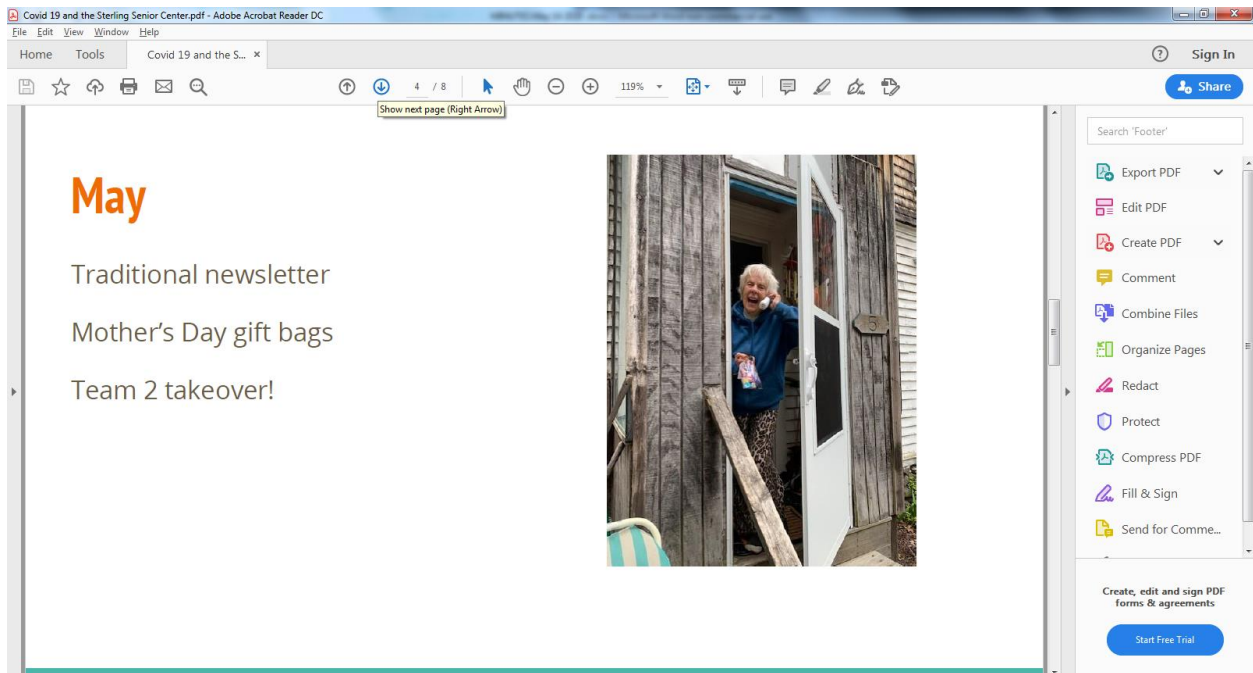
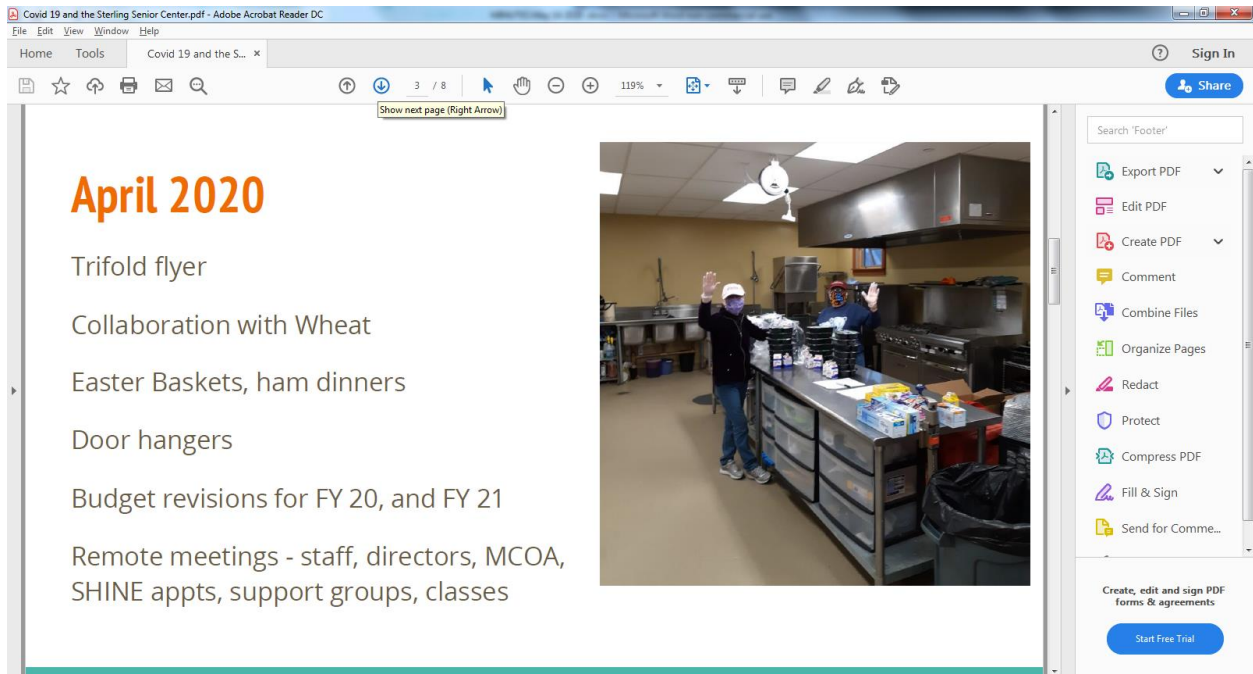
\$2,388.06 Total Non-Salary Current Month Expense's paid by Town in next month.

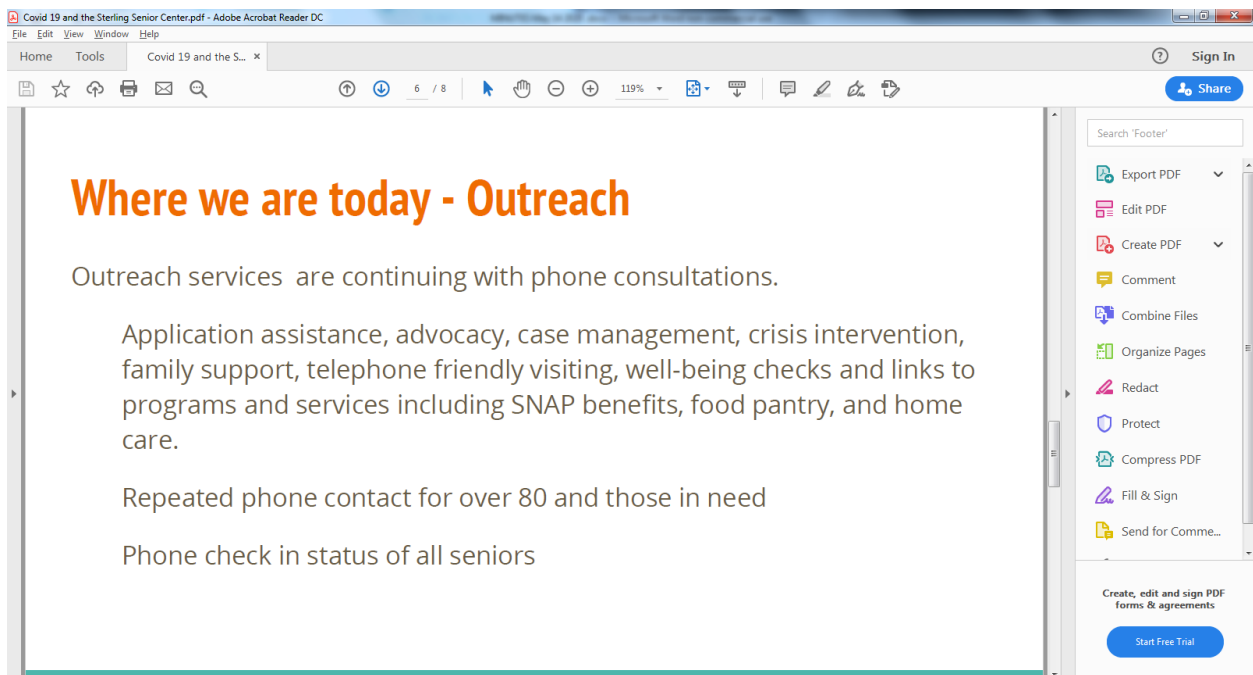
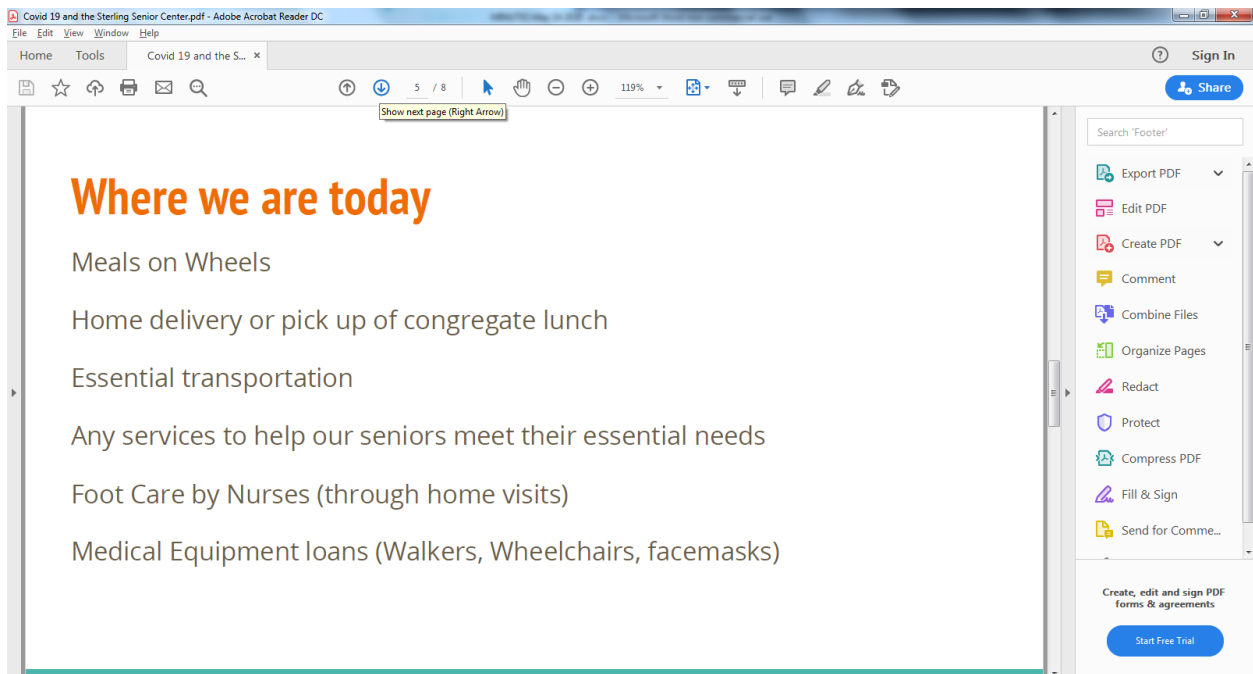
\$979.49 Total Revenues submitted but not recorded by Town until next Month.

Accum. Percentage expected through April: 83.33%

David Cosgrove, Treasurer







Covid 19 and the Sterling Senior Center.pdf - Adobe Acrobat Reader DC

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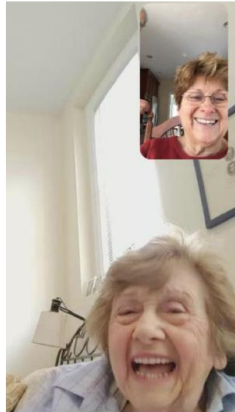
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Where we are today - virtual programs / SLCT

- Support groups
- SHINE counseling
- Ukulele Club / Exercise Programs
- Facebook Portal
- Meeting the needs of those who do not use technology
- Youtube channel



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Planning the Future / Discussion

- Reopening Plan from Massachusetts
- COA Reopening Task Force Advisory Council
- Challenges of meeting the needs of the frail, those with cognitive impairment, caregivers, those who do not use technology
- Financial uncertainty of Formula Grant that supports our newsletter
- Changes in demographics of our volunteer force

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