

Town  
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REC MAY 18 2021

AM 9:11

**Minute's meeting April 8, 2021 COA**  
Millville Senior Center, 40 Prospect St., Millville, MA 01529

TOWN CLERK

Members in attendance, Chairman Pam Kobetitsch, Vice-Chair Lori Legere, Member Pat Finn, and Senior Center Director Tina Cook, Absent, Sue Robbins, Sec. Diane Lamoureux arrived late at 5:47.

Chairman Pam opened the meeting at 5:35 with the Pledge of Allegiance.

Chairman Pam made motion to approve the corrected, emailed Minutes of March 11, 2021 meeting, Seconded by Lori. Motion passed, all Ayes.

Pam went of the agenda and did not hand out a packet at this meeting but wanted to discuss upcoming elections for the COA.

Pam will not be in attendance at the May 13<sup>th</sup> meeting but did want the Board to know she will not be continuing as Chairman of the Board due to time constraints and health.

Timeline: May 13, 2021 meeting are nominations for board positions.

June 10<sup>th</sup> meeting is elections, and all new officers officially start July 1, 2021. July meeting is July 8, 2021 at 5:30 p.m., at the Millville Senior Center.

After much discussion, members in attendance were to think about what positions they wanted to play in the upcoming elections in May. It was strongly recommended that we all think of new board members for the COA and start to talk to townspeople who may be interested in joining the COA Board. It is critical that we procure 2 new members.

At this point I want to thank Pat Finn for stepping up to the plate and taking minutes for me (Diane Lamoureux, Secretary), as I was 47 minutes late for the meeting!

Lori questioned whether we all understood what each position requires. Diane mentioned that when the COA board was restarted, Jen Callahan acting Town Administrator, outlined the positions we were chosen for that evening...and the requirements are listed in the COA Constitution...which will be re-evaluated at a special meeting of the COA in the near future. Following is what the positions call for.

I am adding these duties so we can go over these responsibilities before voting:

1. Chair...It shall be the duty of the chair to preside at all meetings of the COA, prepare an agenda in conjunction with the Director/Outreach Coordinator, to be an ex-officio member of all committees, and to submit an annual report to the Town.
2. Vice-Chair...It shall be the duty of the Vice-Chair to assume and discharge such duties as called upon to perform by the Chair, in the absence of the Chair. In event the office of the Chairperson becomes vacant, he/she shall complete the unexpired term of the Chair.
3. Secretary...It shall be the duty of the Secretary to keep accurate minutes of the monthly meetings of the COA and to submit an accurate copy of COA through correspondence as needed.

4. Treasurer... This position was eliminated in 2017, as Senior Director handles financial oversight of the COA. THE DIRECTOR SHALL REPORT TO THE COUNCIL OF THE FINANCIAL CONDITION OF THE COA AND ASSIST WITH THE PREPARATION OF AN ANNUAL BUDGET.

I HAVE NO IDEA WHY THESE ARE ALL CAPITAL LETTERS, I APPOLOGIZE.

CONTINUING WITH THE MEETINGS MINUTES:

VICE CHAIR REPORTED ON THE CURRENT SITUATION WITH COVID 19. AND SUGGESTED WHEN A SENIOR ENTERS THE CENTER ASK THEM IF THEY HAVE BEEN VACCINATED EITH 1 OR 2 X OR NONE AND KEEP A RECORD. ALSO ASKED IF TINA TAKES TEMPERATURES?

REMINDER: WE NEED TO MAKE A DATE TO MEET TO WORK ON BY-LAWS!

THE ANNUAL TOWN MEETING, AS OF TODAY, IS SET FOR SATURDAY MAY 15<sup>TH</sup> AT THE ELEMENTARY SCHOOL, POSSIBLY IN THE FIELD. TIME? WE NEED SENIORS THERE TO HELP VOTE ON THE COA BUDGET! PAT SUGGESTED HAVING A FLIER THERE ANNOUNCING OUR NEED FOR 2 NEW MEMBERS FOR THE COA.

THE FUTURE WISH OF THE COA BOARD IS TO HAVE 7 MEMBERS. WE WILL PUT IT OUT THERE ON CABLE, FACEBOOK, ENLIGHTENER, AND WORD OF MOUTH!

TINA COOK AND PAT FINN WILL BE INCLUDED IN THE ZOOM MEETING MAY 4<sup>TH</sup> AT 7 PM WITH THE FINANCE COMMITTEE TO TALK ABOUT THE COA BUDGET.

NEXT MEETING THURSDAY MAY 13<sup>TH</sup> AT 5:30 PM. AT MILLVILLE SENIOR CENTER

MOTION TO ADJOURN BY DIANE LAMOUREUX, SECOND BY LORI LEGERE, 4 AYES MOTION PASSED. TIME: 7:11 PM.

*Motion To approve minutes of April 8<sup>th</sup>, ~~2020~~ Chairman Pam Kobetitsch and Lori Legere, 5 Ayes motion passed.*

*Diane Lamoureux  
Lori Legere  
Pat "I I"*

*[Signature]*  
*Pamela Jean Kobetitsch*