

**Manchester Council on Aging
Executive Board Meeting
Wednesday, January 9, 2019
5:30 to 6:00 pm**

Members present: Kathy Bothwick, Steve Gillespie (chair), Allison Gustavson, Mary Hull, Su Kwedor, George Nickless, and Deb Fraize (secretary)

Members absent: Mary Ann McGovern

Staff present: Nancy Hammond

Friends of COA present: Andrea Morgan

Call to Order. Steve called the meeting to order.

Secretary's Report. The minutes of November 2018 meeting were reviewed and unanimously approved.

Director's Report. Nancy reported that/on:

- In response to questions raised at the last meeting, the three board members whose terms were due to expire in 2018 were each approved [by the selectmen?] for additional 3-year terms. Nancy has been advised that these members may vote at this meeting but each needed visit the Town Clerk's office to be officially sworn in.
- There is a training for board chairs and committee members taking place on January 10 or 12. This training is not mandatory.
- Participation in senior activities, events, and trips have been low, which is not atypical for this time of year, as it is hard to get folks out in the winter.
- No news on the senior center, other than that a feasibility study is on the town warrant for the spring. The study would cost a minimum of \$25,000.
- Budget and expenditures as of December 31, 2018. George had questions regarding the line items for telephone, postage, and van repairs.

Friends' Report. Andrea Morgan reported that it is a quiet time of year for the Friends. They did not meet in December. And as Sue Thorne reported in November, approximately 400 (out of 2,400) end-of-year annual appeal letters went missing, so fundraising is expected to be down.

Other Business. Board members noted that they were saddened by the loss of a number of community members recently. Steve requested that in tribute their names be added to these minutes.

In memoriam

Leonard Andrews
Nancy Bachman
Santina (Sandy) Caruso
Paula Crocker
Dorothy Gibbon
Eleanor Harvey
Sonia Nichols
John Stavaski
John Pollock

The meeting was adjourned at 6:00 pm.