

Chesterfield COA Advisory Meeting

400 Main Street

Chesterfield, MA 01012

February 26, 2024, Minutes

Attending: Lillian Bisbee, Jan Gibeau, Marianne Hoag (via Zoom,) Jim Martin, Eileen Theroux, Tim McElroy & Francine Frenier

Not in Attendance: Marianne Drake, Laura Dimmler, Lynn Hicks, Bev Henrichsen, Bev Pomeroy

1. Meeting called to order: 10:08 a.m.

2. Minutes from 1/27/2024 were unanimously approved.

3. Financial report : No report.

4. Subcommittee Reports: when applicable, committee leaders will report.

a. Policies and Procedures Committee-No report.

b. Finance Committee- No report.

c. Program Committee-No report.

d. Nominating and Bylaws committees No report.

5. Ongoing Business:

a. Status of building maintenance: Bev Pomeroy and Dan Kirouac submitted a THOROUGH checklist of the condition of the Community Center Building and Grounds. It was noted that priority should be paid to the safety concerns. It was suggested to perform this assessment annually.

b. Wishlist Survey and COA Evaluation: Brooke and Jan have put together an Engagement Survey to assess what is or is not working, suggestions for other programs, Newsletter access options and other feedback. This will be an ongoing survey. The survey will not be mailed to save postage costs but rather placed in several convenient locations for folks to pick up & return to the center.

c. Digital Literacy grant status:

- Jan will see if funds can be allocated for funding Kristen, the Newsletter Designer, through the end of 2024.
- There is a good bank of volunteers for tech help.
- A Digital Fair being held at the school is in the works.

6. Other:

Jan mentioned that a second Yoga class is being set up. The Consortium group will be meeting and focus will be on the Newsletter funding. Ideas for an Older American's celebration were discussed. Jim mentioned that the Building Committee is addressing the parking lot repair and expects it to be repaired by this summer.

7. Meeting adjourned: 11:20 a.m.

Minutes respectfully submitted by Francine Frenier.