

## **Weston COA Governance Committee Meeting Minutes, 15 February 2022**

The Zoom meeting was called to order at 9:00am by chair Linda Johnson. She read the extension of Governor Baker's March 12, 2020 Order Suspending Certain Provisions of the Open Meeting Law and then took attendance.

**Present:** Marge Ackerman, Sue Ruskin Friend, Joan Heilbronner, Linda M. Johnson, Mignonne Murray, and Tom Nicholson

**Absent:** Prather Palmer

**Resident Concerns and Comments:** None.

### **Review Minutes of Meeting on 11 January 2021**

There were no comments, questions, or corrections and the minutes were approved unanimously.

### **Director's Report**

Mignonne had nothing new to report and the group had no questions for her.

### **Budget Report**

Mignonne reported that she is still working with Town Hall to close out last fiscal year's budget. Her proposed FY2023 budget will be reviewed by the Finance Committee on the evening of March 17, the agenda time is not yet known. She said it is always helpful to have board support at Finance Committee, even though there is nothing controversial in her request. Linda asked that the draft budget be sent out so we can be prepared for the discussion.

Formula grants have still not been released by the Commonwealth. MCOA has finally received their funds so perhaps that is a good sign that the process is moving forward after many delays.

Formula grant funds are based on the latest census. The Baker administration's FY2023 draft budget reportedly includes an estimate of the 2020 census numbers which have not yet been finalized. Tom asked about the status of the census delay. Mignonne said she is hearing that it should be resolved by summer, but hopefully it won't take that long. Tom

asked that we be kept informed. Mignonne noted she would attend an MCOA board meeting later in the day and would share any update with the committee.

Mignonne mentioned that she has requested that the vacant social worker position be posted again, but that hasn't happened yet.

### **Annual Report Draft**

Mignonne said that she welcomes any suggestions on how best to approach the annual report. The Town has very specific formatting guidelines, but does not offer much guidance on content. Committee members commented that the draft is very comprehensive and reflects what was a very active year.

Suggestions included:

- Checking in with Anthony Senesi, Assistant to the Town Manager, about how to list board members and their terms given that terms are based on the fiscal year and the annual report is based on the calendar year. All committees have this same complication.
- Including information and photos of the intergenerational Turkey Trail Walk
- Including more and bigger photos showing as much diversity as possible
- Highlighting some of our partners like the Rec Dept., the WCL, and the Weston Garden Club

Mignonne asked if there should be a section focused on board activities and the group did not think that was necessary. She asked about familiarity with real estate tax exemption and deferral programs which was mixed. Everyone agreed it was valuable to include this information in the annual report.

### **Board Self-Assessment Tool**

Mignonne was introduced to this self-assessment at a recent MCOA Board Training Task Force Meeting. It dates from 1997 and she thought we might be interested in undertaking such a review. She does not know of any other board who has done so. The group generally thought such an effort could be useful. Tom suggested that the board has a lot going on right now so we should consider best timing and also think about who would review the results. It was agreed that Mignonne will take a stab at modernizing the document and check in with her colleagues for input, and then bring it back to GovCom.

### **Board Member Recruitment Up-Date**

There are now 3 known candidates with a strong level of interest. Mignonne suggested checking in with Anthony since he is new to the vacancies process and Linda said she would set up a meeting with him.

### **Revisions and Access to Board Documents Up-Date**

Linda had no major progress to report since the last meeting, but work continues.

### **Other Business**

Tom let the group know that there had been an incident of COVID exposure at the January Coffee & Conversation event. He was one of the small group of people exposed. He said Mignonne did a great job handling the contact tracing and she said that no transmission occurred so precautions in place seemed to have been effective. Tom expressed his opinion that the board should be informed of this incident as well as advised of any future exposure situations. He asked what the current tax rate is in Weston. Sue noted that Public Health Director Kelly Pawluczzonek and COVID Response Manager Michele Schuckel would be guests at the February board meeting and Mignonne said she would ask Michele to bring this information. Mignonne said that the COVID situation is beginning to shift but so far there have been no changes in the town's guidelines for town spaces.

**Next Meeting:** Tuesday, March 8 at 9:00am on Zoom

**Adjournment:** The meeting was adjourned at 9:45am.

*Respectfully submitted by Linda M. Johnson*  
03.03.22