

COA BOARD MEETING MINUTES 21 September 2023

This hybrid meeting was called to order at 8:30am by Chair, Linda Johnson. She read the new introduction required by the Commonwealth:

Under current state law public bodies may continue holding hybrid and fully remote meetings, without a quorum of the public body physically present, as long as adequate, alternative access is provided. Information about how to join a hybrid or fully remote hearing will be included in the required Open Meeting Law posting.

Present: Paul Foley (Remote), Sue Ruskin Friend (Remote), Vida Goldstein (Associate Member) (Remote), Joan Heilbronner (Vice Chair), Linda Johnson (Chair), Wayne Johnson, Brian Kardon, Jean MacQuiddy, Carol Ott, Karin Ott, Prather Palmer (Remote), Sue Pauker, Gerri Scoll (Associate Member) (Remote), Laura Whitehouse, Danielle Black (UPC Designee), Betsey Brew Boyd (FCOA Liaison), and Joan Ingersoll (Director, ex officio)

Absent: Alice Benson (Associate Member) and Anita Raman

Guests: Lorraine Alexander, Elmer Hamilton, and Alan Rice

Resident Comments/Concerns: None

Review and Approve Minutes

A motion was made to approve the minutes from the July 20, 2023 meeting. [The minutes of the meeting on July 20, 2023 were approved unanimously.](#)

Director's Report (Joan Ingersoll):

Looking for chess players for intergenerational chess on Mondays 3:45-5:00

Joan met with Library Director, Jenn Warner, to discuss joint programming. Planning for Brooks Books (book club at Brooks School Apartments) is underway.

Memory Café planning is underway. Staff has visited other memory cafes and ordered supplies in preparation for the start of Meaningful Moments in November. Working with Library and Board of Health to seek funding from the State.

Joan met with the new school interim superintendent and shared community building ideas.

Work with IT and Finance on credit card process continues. It's more complicated than expected, but all are committed to completing the requirements to enable credit card use by the COA.

36 people are signed up for Mah Jongg, a new program beginning in October.

We have been invited to participate in the development of a Boston medical ride shuttle program with Wayland and Sudbury through MWRTA. Joan and Audrey are researching the financial feasibility.

Working with Village Table which is a nonprofit in Wellesley that provides meals for food insecure individuals – 9 people are enrolled.

Merit increases through performance review process for Joyce, Chris, and Sandy have been approved.

Interviews are underway for Program Director position.

Meeting scheduled in October regarding performance measures of the COA (plans to use new dashboard)

Town All Committee meeting scheduled for November 4th at Regis College.

Letter of support sent for a climate resiliency grant.

Visits to COA buildings in neighboring towns are being scheduled (Natick @ 9:30am and Wellesley @ 11:30am on October 26). All Board members are encouraged to attend at least one visit to see what is possible with more space.

Still looking for one more van driver.

Joan will be on vacation from September 25-October 9.

The Year Ahead:

Considering how to best move forward and be most effective in the community in this time of transition as we focus on the priority of more space for the COA.

Annual Review of Committees:

Joan and Linda have almost completed discussions with committee chairs to determine the Board committee list for the current year. The discussions focused on: 1) whether the discussions within each committee were more appropriately had with the entire Board, 2) using the valuable time of our Board members to maximum efficiency to effect change in town 3) ensuring compliance with the Open Meeting Law, and 4) alleviating burdens on staff.

As a result of those meetings the following proposals were agreed to by the committee chairs. The Housing Committee will continue to meet as a Board committee. Community Connections will be re-designated as a focus group, which is in line with its mission. Strategic Initiatives and Governance committees will be sunset. Transportation discussions have not been concluded.

[A motion was made to recommend the continuation of the Housing Committee as a Board committee, the re-designation of Community Connections as a focus group and the sunset of the Governance and Strategic Initiatives Committees which was approved unanimously.](#)

Town Committee/Board List:

There was discussion about the importance of keeping apprised of the work of other town boards and committees. Danielle reviewed the list of active Boards and Committees in town and discussed the role of each. Board members were asked to volunteer to monitor one or more other groups and to report to the Board as appropriate. The importance of being more present and visible around the community and of leveraging relationships with members of other boards and committees was stressed. We want the COA to be part of the conversation.

UPC Liaison Report:

Danielle reported that the UPC members are finalized and that a kick off meeting is scheduled for September 27.

FCOA Liaison Report:

Betsey Boyd reported that Becky Ames, Kim Dobson, and Karen Kirk had joined the FCOA. Over the summer, the Friends created a brochure which was sent to all households.

Meeting with Select Board Chair:

Linda and Joan met with Laurie Bent for an informal session to discuss the COA in general and the process to follow as we begin to seek more space.

Town All-Committee Meeting on 11/4, 8:30-11:30am:

Linda encouraged all Board members to attend.

Special Town Meeting on 11/28 at 7pm:

All Board members are encouraged to attend.

Other Business

Great evening event last night on the patio with musical entertainment. Special thank you to the staff for their efforts and to Brian for helping to organize the music.

Updating Board Handbook - Linda asked Board members to consider whether they want a hard copy or if digital would suffice.

Linda agreed to send articles of interest to Board for their review.

Linda and Brian have been working with the Weston Media Center on a video project that profiles different members of the community and their path to involvement with the COA.

Adjournment

A motion was made to adjourn the meeting.

[The motion to adjourn was unanimously approved.](#)

The meeting was adjourned at 9:55 am.

Next Meeting:

October 19, 2023 at 8:30am

*Respectfully submitted by Joan Heilbronner
22 September 2023*