

Williamsburg Senior Center Advisory Board

Minutes of the Meeting: October 21, 2020. The meeting was held on Zoom.

Present: Jacqueline Dufresne, Daria D'Arienzo, Maureen O'Brien; Staff: Tryna Hope, Senior Center Director Melissa Wilson. Guest: Town Administrator Charlene Nardi. Quorum was met.

The meeting was called to order at 12:23 p.m.

Minutes:

Minutes of the Meeting of September 15, 2020 were accepted with one edit.

Minutes of the Meeting of August 19, 2020 caused some confusion because they were sent out inadvertently after having been amended, voted on, and posted. Sherry Loomis responded with further editing suggestions. That raised questions about process.

Changes to minutes which have been posted can be amended and reposted after they've been reconsidered at a board meeting. Maureen will bring both Sherry's amended minutes and posted versions to November 18th meeting for comparison and a possible vote on reposting to reflect changes.

The new format for minutes works for the group.

Director's Report:

- **Highland Valley Grant** has been awarded, including approximately \$3000 for the Companion Program, \$1000 for transportation, and \$1000 for Outreach. Melissa wants to reallocate the companion grant to the Zoom cardio fitness program offered by Joan Griswold. She's received good feedback on that program.
- Melissa is waiting on the Formula grant. Executive Office of Elder Affairs (EOEA) says it's in the pipeline
- Newsletter is expected on November 1st.
- The **Flu clinic** on October 9 was a success, having served 69 people.
- **Curbside Visiting Program**, a pilot program, has 11-12 participants and enough volunteers have stepped up. As weather changes, it's hoped that visits will turn into phone companion visits. Daria is one of the volunteers.
- **SHINE program:** It's currently open enrollment for SHINE. Tryna is working with Deb Hollingsworth to help local seniors.

Staff Input:

- Tryna reports a clear need to instruct seniors about using Zoom for communication. She is now matching people and willing family members with volunteers like Alan Esty. Suggestions were made about contacting companies that do remote installations and repairs like Greenearth Computers, or free applications like Teamviewer, which must be installed with permission, as well.

Old Business:

- Maureen reports that the October newsletter was helpful and informative, and praised the warm article about Larry West, Senior of the Month.
- **Reminder:** The Board is still looking to add a new member. Suggestions were made to reach out in the next newsletter, to contact Peter Spotts, Editor of the Country Journal, to post on Facebook groups Kind Things Williamsburg or All Things Williamsburg on Facebook. Maureen agreed to write up an appeal and to circulate to members for comment; Charlene Nardi offered to publish the request.

New Business:

- Charlene Nardi, Town Administrator, has completed the 3-month review of Director Melissa Wilson, who started in March having to contend with the immediate challenges of COVID-19. She offers praise for Melissa's leadership, and says the Staff also deserves a lot of praise for keeping seniors' safety in mind as we continue to find new ways to serve them.
- Tamar Smith will replace Melinda McCall in dining services for the Senior Center.

Motion to adjourn was made and seconded. **Adjournment at 1:06 p.m.**

Next C.O.A. Board meeting will be held on Weds. November 18, 2020 via Zoom at 12:15p.m.

