

AGENDA



Council on Aging Board Meeting

Date of Posting: Monday, January 22, 2024
Date of Meeting: Thursday, January 25, 2024
Time of Meeting: 10:00 AM
Location: COA Center

Agenda

1. Attendance and Pledge of Allegiance
2. Chief of Police, Rich Kelleher – safety concerns
(come prepared with your questions)
3. Monique Bergeron, Executive Director, Walpole Housing Authority
4. Review of December Meeting Minutes
5. Outreach Review
6. Center Updates
7. Finance Update
8. Old Business
 - a. Front door decal
 - b. Handicapped parking spaces
9. New Business
 - a. Walpole Housing Authority Update
(as of February, meetings will now be the first Tuesday of the month)
 - b. Master Plan Update
 - c. Friends of Walpole Elders Update
 - d. Select Board Update
 - e. Looking Ahead to upcoming meetings
 - i. February 2024 – Town Administrator, Jim Johnson
 - ii. March 2024 – open
10. Open Forum

Walpole Council on Aging Board Meeting

January 25, 2024
10:00AM
Old Colony

Attendance & Pledge of Allegiance

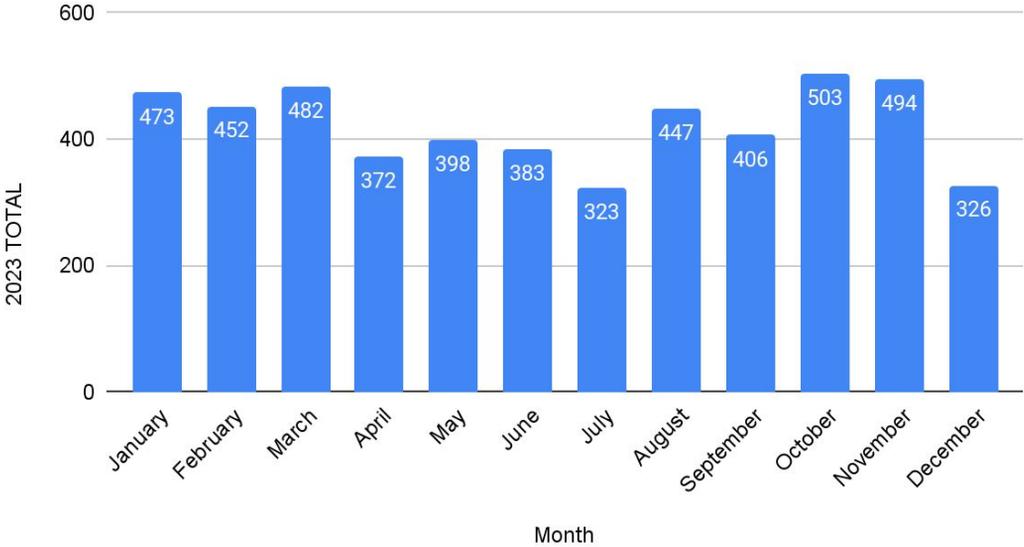
Review of December Meeting Minutes

Outreach Review

December by the Numbers:

- **295** Total Outreach to **165** Unique Individuals
- Most Common Outreach methods
 - Phone - 132 calls
 - In Person Office Visit - 147 visits
 - Mail - 8
 - Email - 7
- Most Common Referral method
 - Self - 207
 - WCOA Staff Member - 5
 - Family Member - 13
 - Friend/Neighbor- 3

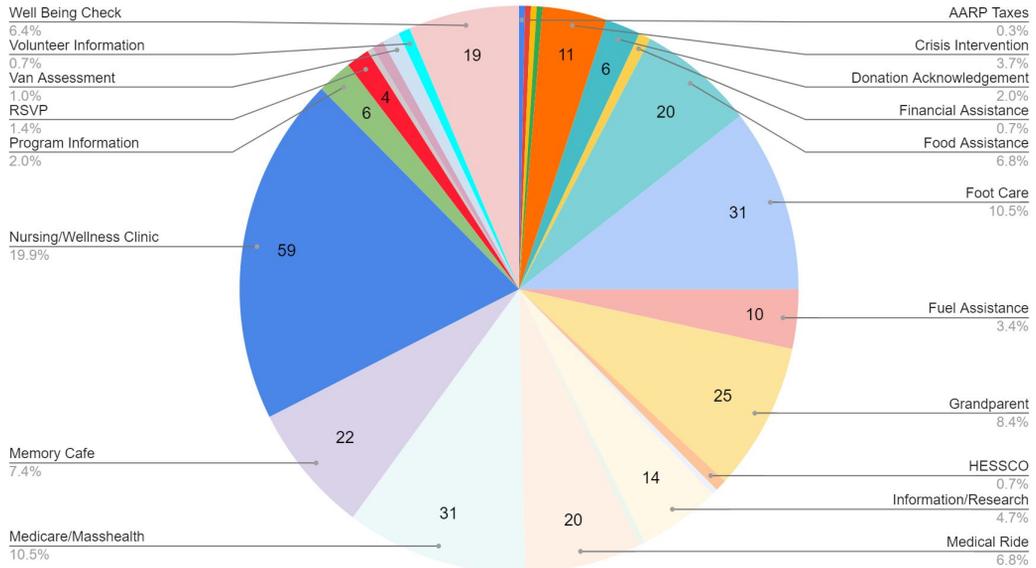
2023 Outreach Month Over Month



Outreach Year Over Year

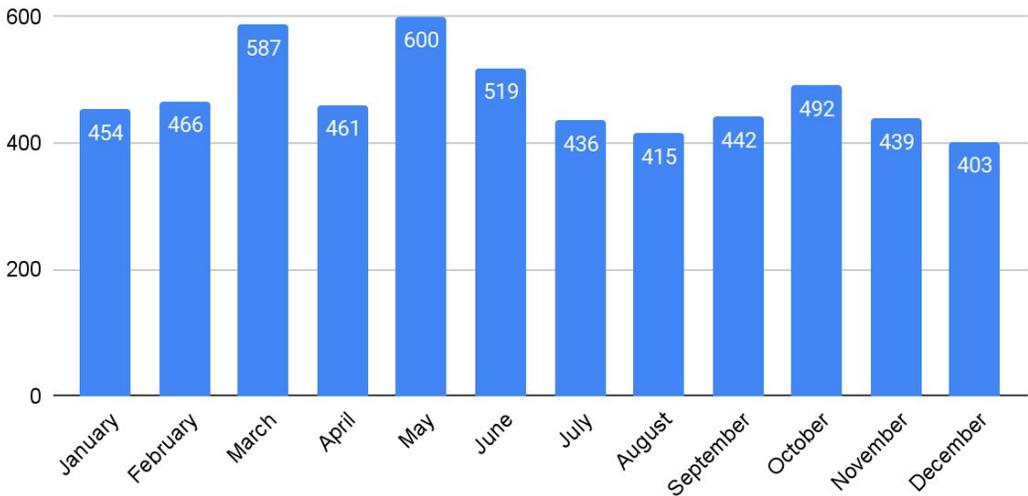


DECEMBER OUTREACH BY CATEGORY



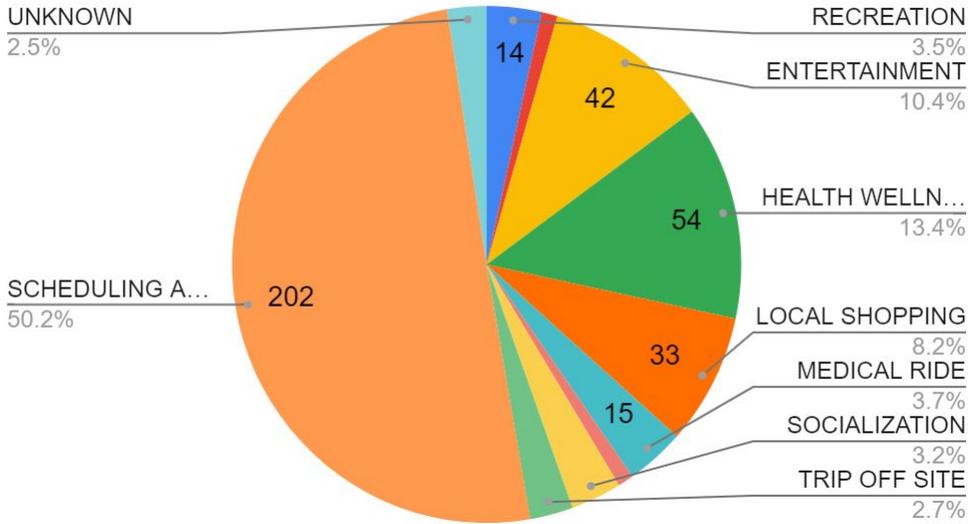
Outreach Review

2023 Total Rides Per Month

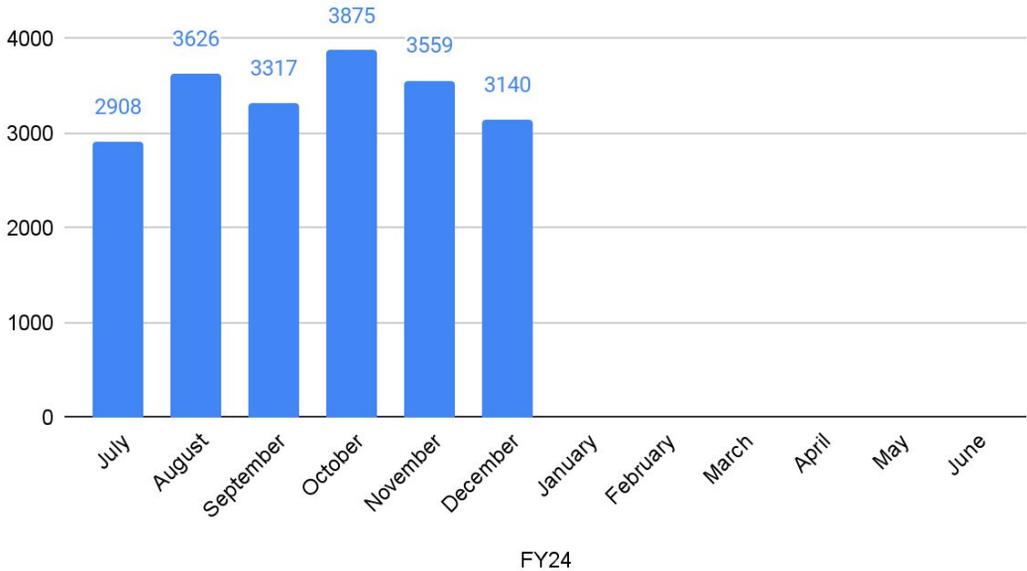


Total Rides per Month

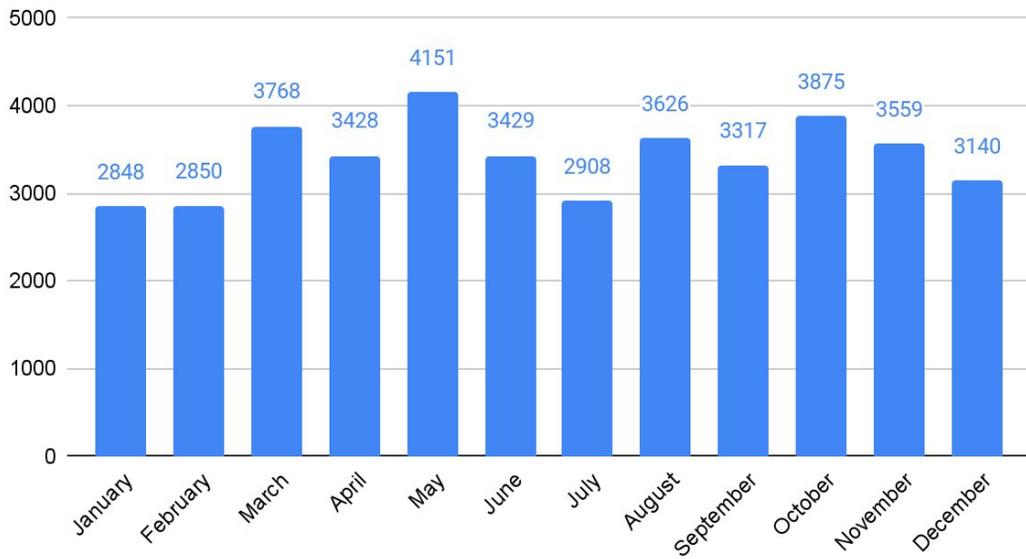
TOTAL RIDES BY CATEGORY - DECEMBER 2023



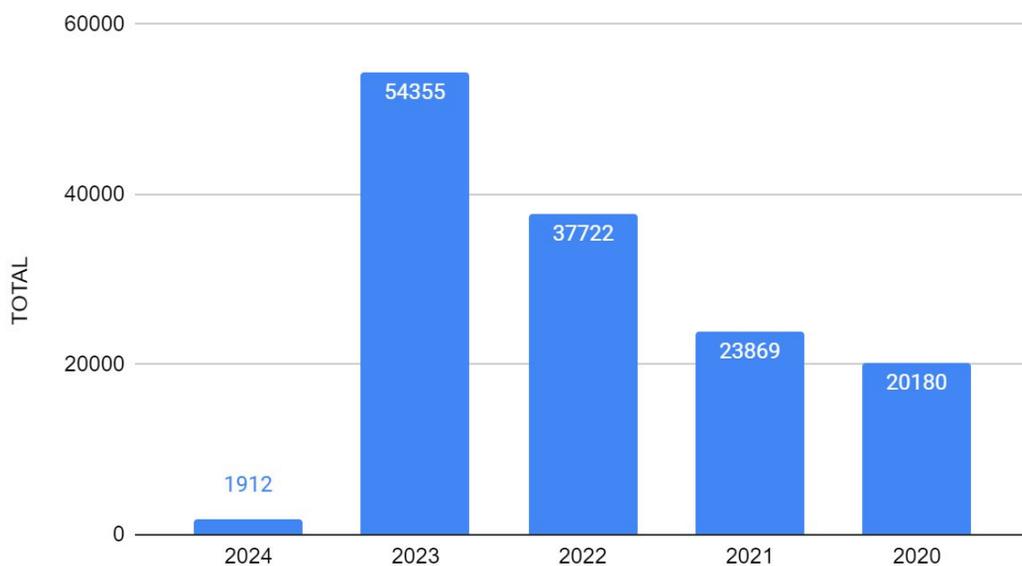
Check In Count FY24



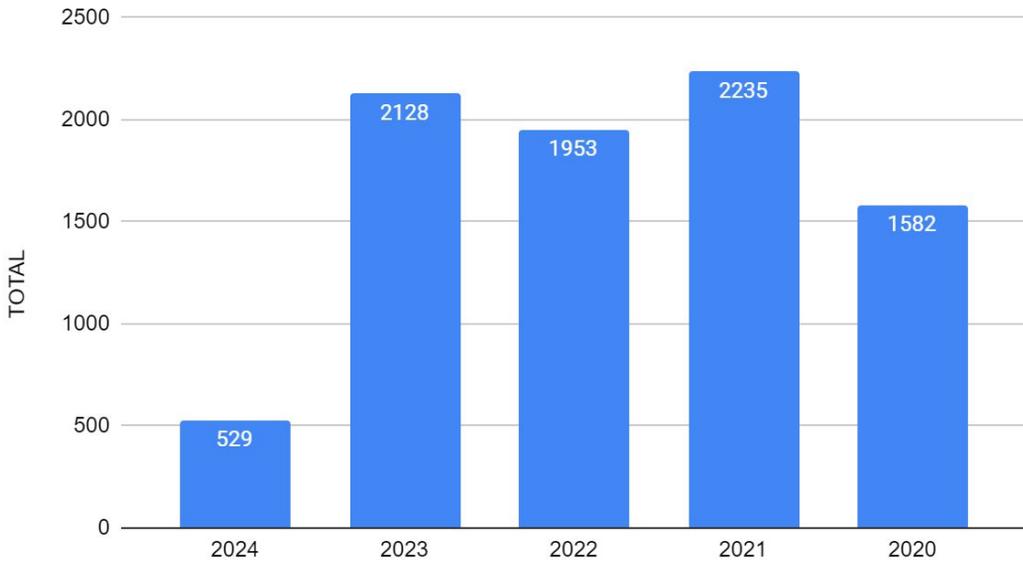
2023 Participant Check Ins



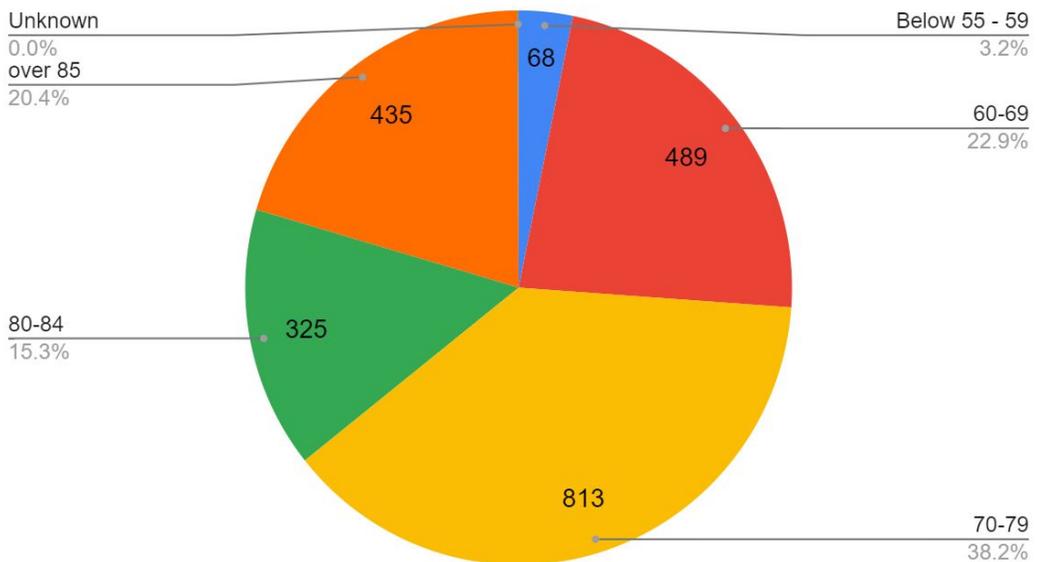
Total Participation Year over Year



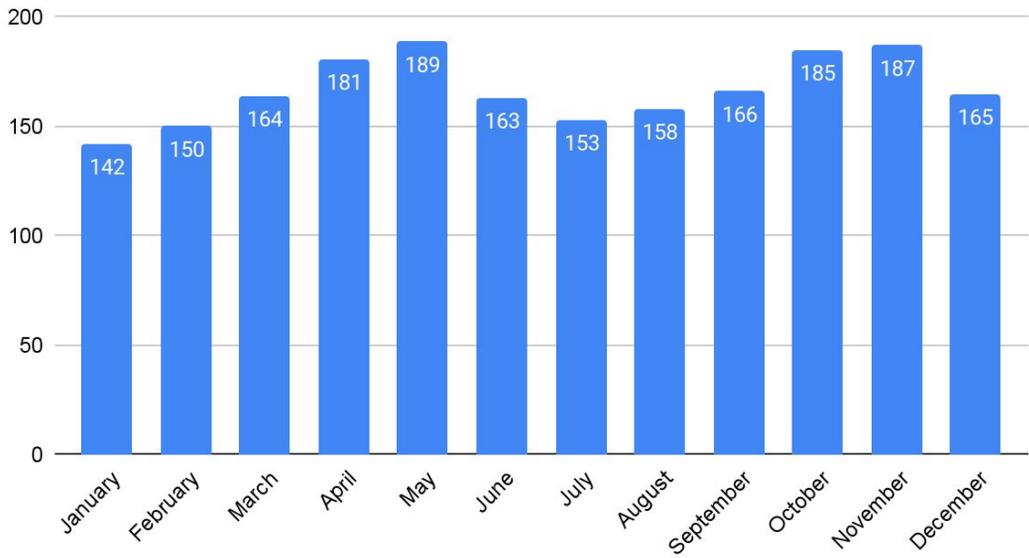
Unique Participation Year Over Year



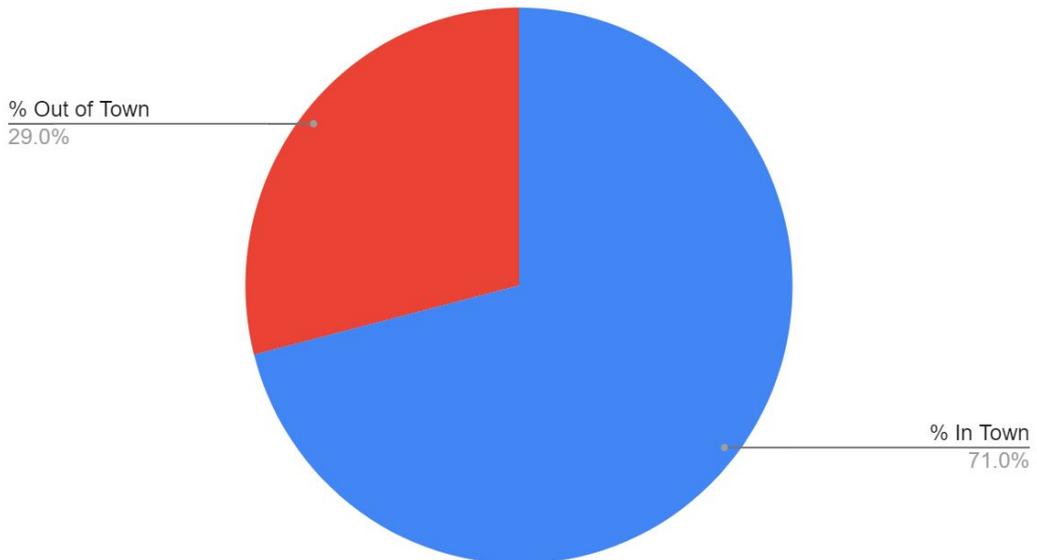
2023 Participant Age Range



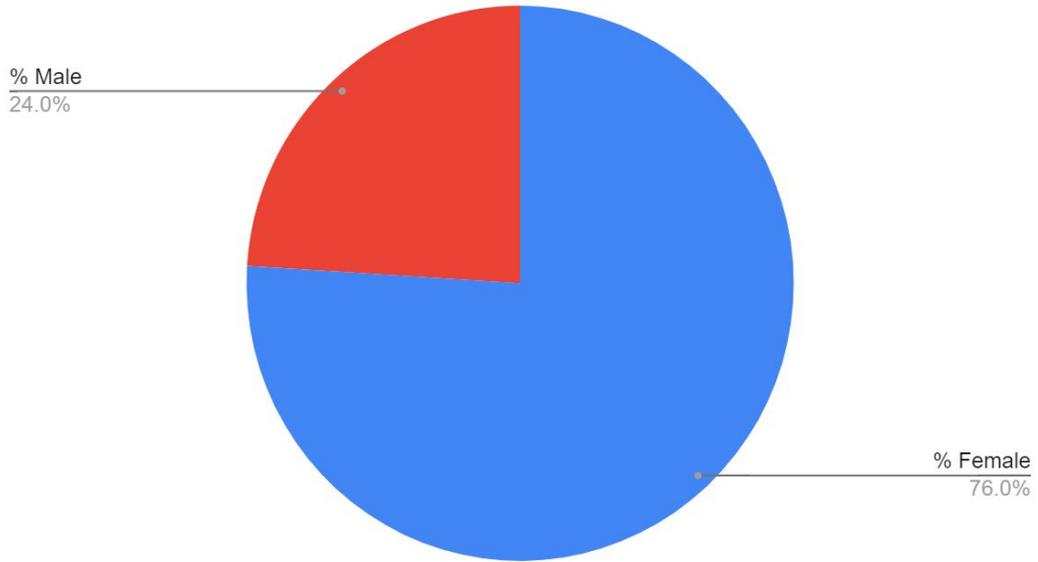
2023 Average Daily Attendance



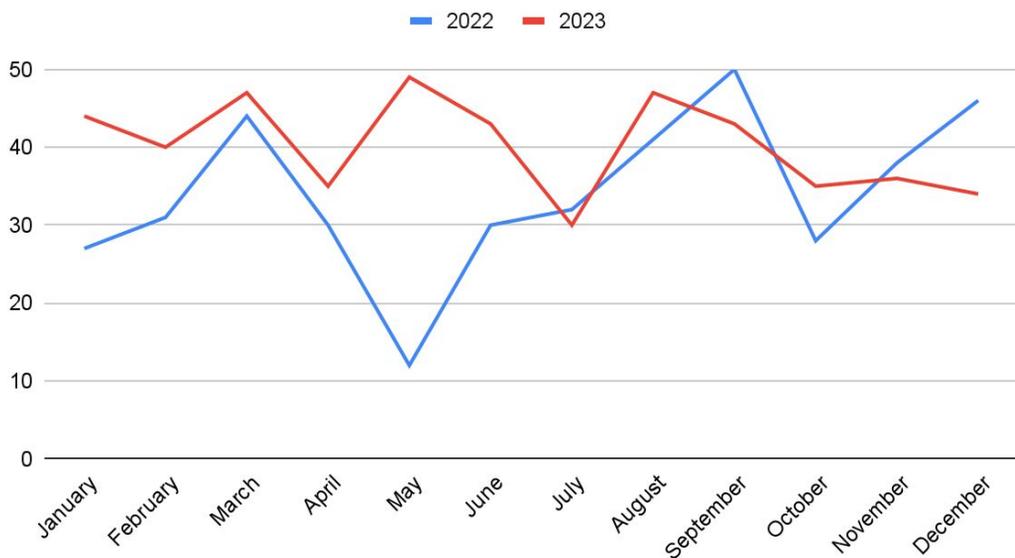
In Town and Out of Town Participation



Female and Male Participation



Year Over Year New Members



Center Update

December Events In Review

- Ultimate Vegas Show at Lake Pearl
- Plant Care Series
- Newport Christmas Sold Out
- December Daily Project
- Cookies and Cocoa with Commonwealth Dance and Scouts

Center Update

Staffing Update

- In interview process for Program Coordinator position

Center Update



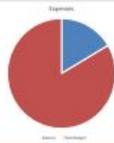
Noteable

- Priority Registration went so smoothly despite weather, able to answer phones live before noon
- Waitlists persist for zumba, drums, chair yoga
- Out of Town registration was also smooth, but many expressed concern about the time between Priority and Out of Town, we may be able to move to same week
- 84 calls and about 65 walk ins for Priority Registration
- 22 calls and 15 walk ins for Out of Town Registration
- AARP opened on Monday this week as well and we have booked all but 25 appointments, 113 booked (Westwood canceled, no Foxboro)

Finance Update

Council on Aging Operating Budget

Total Budget	\$42,600.00
Expenses	\$15,458.86
Balance	\$27,141.14



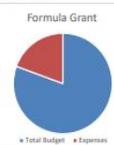
EXPENSES	TOTAL THIS MONTH	TOTAL THIS YEAR	APPROPRIATION	REMAINING	% REMAIN	% USED
Electricity	\$ 1,004.35	\$ 3,707.94	\$ 11,000.00	\$ 7,292.06	66.29	33.7
Water	\$ -	\$ 1,947.06	\$ 4,000.00	\$ 2,052.94	51.32	48.7
Equipment and Repairs	\$ -	\$ 272.69	\$ 3,000.00	\$ 2,727.31	90.91	9.1
Training and Development	\$ -	\$ -	\$ 1,500.00	\$ 1,500.00	100.00	0.0
Postage and Courier	\$ 11.82	\$ 85.95	\$ 400.00	\$ 314.05	78.51	21.5
Printing and Copying	\$ 130.00	\$ 319.88	\$ 1,200.00	\$ 880.12	73.34	26.7
Gas & Oil	\$ 516.08	\$ 2,966.05	\$ 8,000.00	\$ 5,033.95	62.92	37.1
Office Supplies	\$ 847.04	\$ 2,579.36	\$ 7,000.00	\$ 4,420.64	63.15	36.8
Travel In State	\$ 5.89	\$ 59.72	\$ 500.00	\$ 440.28	88.06	11.9
Dues and Memberships	\$ -	\$ 1,539.84	\$ 3,500.00	\$ 1,960.16	56.00	44.0
Meetings and Conferences	\$ -	\$ -	\$ 500.00	\$ 500.00	100.00	0.0
Miscellaneous	\$ -	\$ 7.50	\$ 750.00	\$ 742.50	99.00	1.0
Office Equipment	\$ 1,600.00	\$ 1,972.87	\$ 1,250.00	\$ (722.87)	-57.83	157.8
	\$ 4,115.18	\$ 15,458.86	\$ 42,600.00	\$ 27,141.14	63.71	36.3

*Updated to December 31, 2023

Finance Update

Council on Aging Operating Budget Formula Grant

Total ESTIMATED Budget	\$35,000.00
Expenses	\$7,244.82
Balance	\$27,755.18



EXPENSES	TOTAL THIS MONTH	TOTAL THIS YEAR
Supplies	\$ -	\$ 654.00
Fitness Wellness	\$ 543.00	\$ 3,605.00
Repairs and Maintenance	\$ -	\$ -
Equipment/Furnishing	\$ -	\$ -
Facility Maintenance	\$ -	\$ -
Print/ Copy	\$ -	\$ -
Postage	\$ -	\$ -
Dues and Licenses	\$ 90.30	\$ 1,531.80
Newsletter Printing	\$ -	\$ 1,454.02
Conference Education	\$ -	\$ -
Volunteer Recognition	\$ -	\$ -
TOTAL Utilized	\$ 633.30	\$ 7,244.82
Remaining		\$27,755.18
% Remaining		79.3
% Used		20.7

Formula Grant Information

Balance Forward from Previous FY23	\$ 45,867.55
FY24 Funding Federal Census of 6416 seniors at rate of \$14	\$ 89,824.00
Total Estimated FG Funding FY24	\$ 135,691.55
Total Estimated FG Salary for FY24	\$ 55,000.00
Total Estimated FG Expenses for FY24	\$ 35,000.00
TOTAL FG SPEND	\$ 90,000.00

Finance Update

GIFTS DECEMBER 2023

GIFTS RECEIVED	
\$ 25.00	Carol Friedholm in memory of Phyllis Plasecki
\$ 165.00	Corrine Costello
\$ 1,373.00	Friends of Walpole Elders for Holiday Open House Catering and Entertainment
\$ 50.00	Janet and Richard Ammidown
\$ 25.00	Linda and Anthony Panarelli
\$ 100.00	Helen Hourihan
\$ 1,738.00	

GIFT ACCOUNT INFORMATION	
\$ 14,603.59	PREVIOUS BALANCE
\$ 1,738.00	GIFTS (+)
\$ 3,241.91	GIFTS UTILIZED (-)
\$ 13,099.68	GIFT BALANCE

GIFTS UTILIZED	
\$ 1,902.05	Expenses Events
\$ 708.72	Other Expenses
\$ 631.14	Breakfast Café Expenses
TOTAL \$ 3,241.91	

OTHER EXPENSES ITEMIZED	
\$ 180.83	Reimbursement to Abbott for Holiday Front Door
\$ 247.00	P CARD Eddie Edwards Ultimate Christmas Show - 3 tickets at \$65
\$ 72.00	Bloom Christmas Newport Difference
\$ 129.20	Boston Bean Difference Invoice 12/5/2023
\$ 79.69	Flowers for LSP Retirement
\$ 708.72 TOTAL	

EXPENSES EVENTS ITEMIZED	
\$ 180.85	Reimbursement to LG for Holiday Open
\$ 499.83	AMZ Holiday Open House Items
\$ 309.41	AMZ Holiday Party Décor for NVT
\$ 42.82	AMZ Laurel St. Pierre Retirement Party
\$ 240.00	Steve Rudolph Trio for Open House - Paid by Friends through Gifts
\$ 209.14	Stop and Shop for Open House
\$ 420.00	Simply Serving Open House
TOTAL \$ 1,902.05	

CAFÉ EXPENSES ITEMIZED	
\$ 150.00	WPS Difference November Invoice
\$ 201.00	American Solutions for Business 12 Aprons
\$ 185.54	Reimbursement to Deb for Breakfast Items
\$ 94.60	AMAZON Soup Cups and Lids and Marshmallows
\$ 631.14 TOTAL	

Old Business

Front Door Decal

Handicapped Parking Spaces

New Business

- Walpole Housing Authority Update (as of Feb, meetings first Tuesday)
- Master Plan Update
- Friends of Walpole Elders
- Select Board Update
- Looking Ahead to Upcoming Meetings
 - February 2024 - Town Administrator - Jim Johnson
 - March 2024 - ?

Open Forum

NEXT MEETING

February Meeting

February 22, 2024