

AGENDA



Council on Aging Board Meeting

Date of Posting: Monday, December 18, 2023
Date of Meeting: Thursday, December 28, 2023
Time of Meeting: 10:00 AM
Location: COA Center

Agenda

1. Attendance and Pledge of Allegiance
2. Review of November Meeting Minutes
3. Outreach Review
4. Center Updates
5. Finance Update
6. Old Business
 - a. Front door decal
 - b. Handicapped parking spaces
7. New Business
 - a. Walpole Housing Authority Update
 - b. Master Plan Update
 - c. Friends of Walpole Elders Update
 - d. Select Board Update
 - e. Looking Ahead to upcoming meetings
 - i. January 2024 – Chief of Police, Rich Kelliher – safety concerns
 - ii. February 2024 – Town Administrator, Jim Johnson
 - iii. March 2024 – New Executive Director, Walpole Housing Authority
 - f. Attendance of Chair and Vice-Chair at Town's Legal Meeting regarding "How to Run an Effective Meeting"
8. Open Forum

Walpole Council on Aging Board Meeting

December 28, 2023
10:00AM
Old Colony

Attendance & Pledge of Allegiance

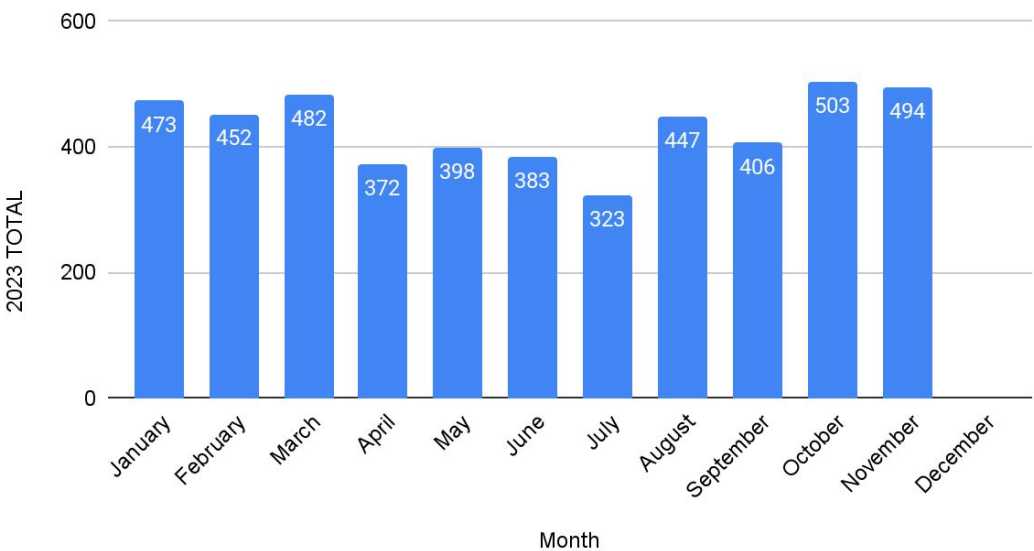
Review of November Meeting Minutes

Outreach Review

October by the Numbers:

- **454** Total Outreach to **240** Unique Individuals
- Most Common Outreach methods
 - Phone - 215 calls
 - In Person Office Visit - 162 visits
 - Mail - 57
 - Email - 17
- Most Common Referral method
 - Self - 295
 - WCOA Staff Member - 54 (increase from 10 in October)
 - Family Member - 20
 - Friend/Neighbor- 7

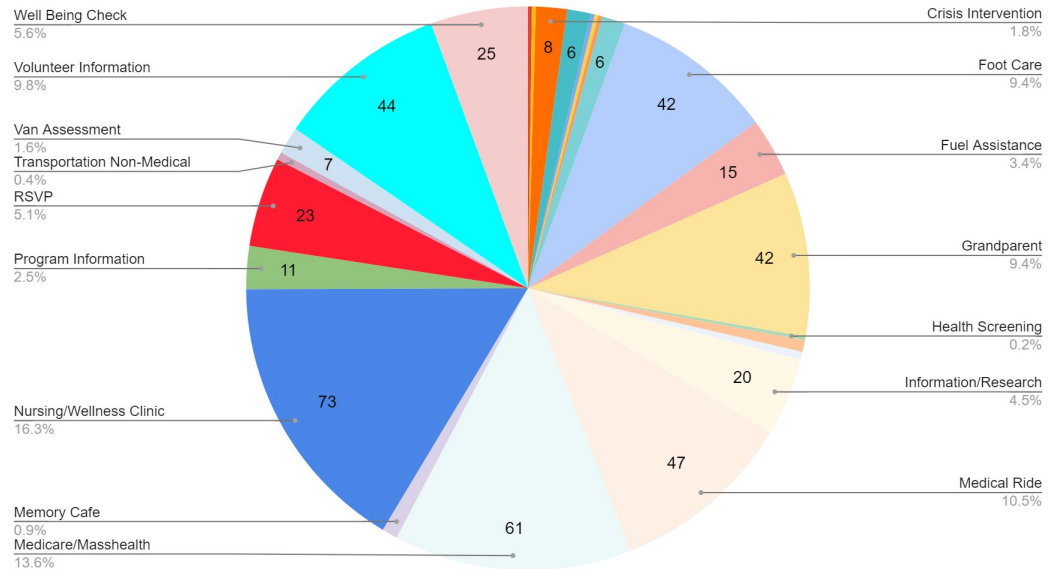
2023 Outreach Month Over Month



Outreach Year Over Year

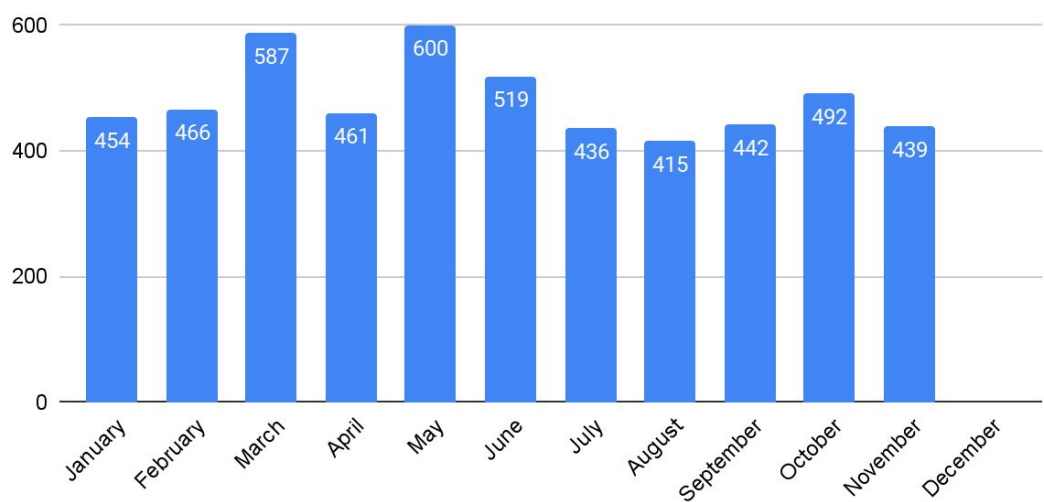


NOVEMBER OUTREACH BY CATEGORY



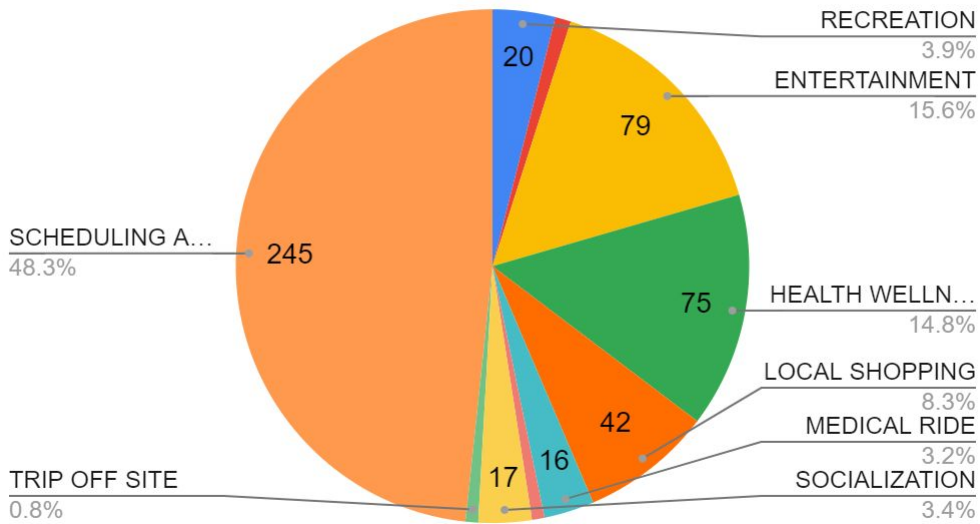
Outreach Review

2023 Total Rides Per Month

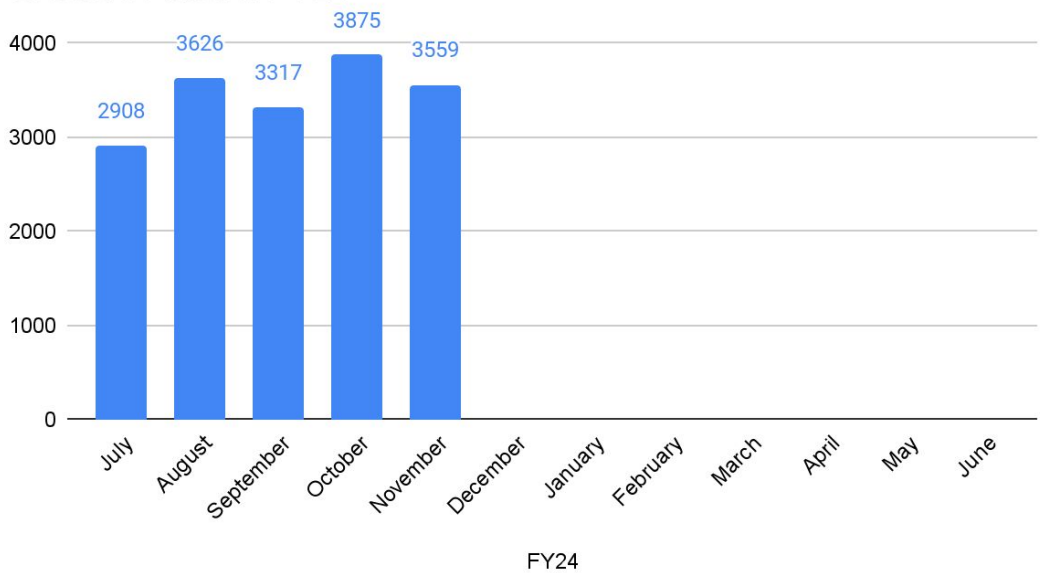


Total Rides per Month

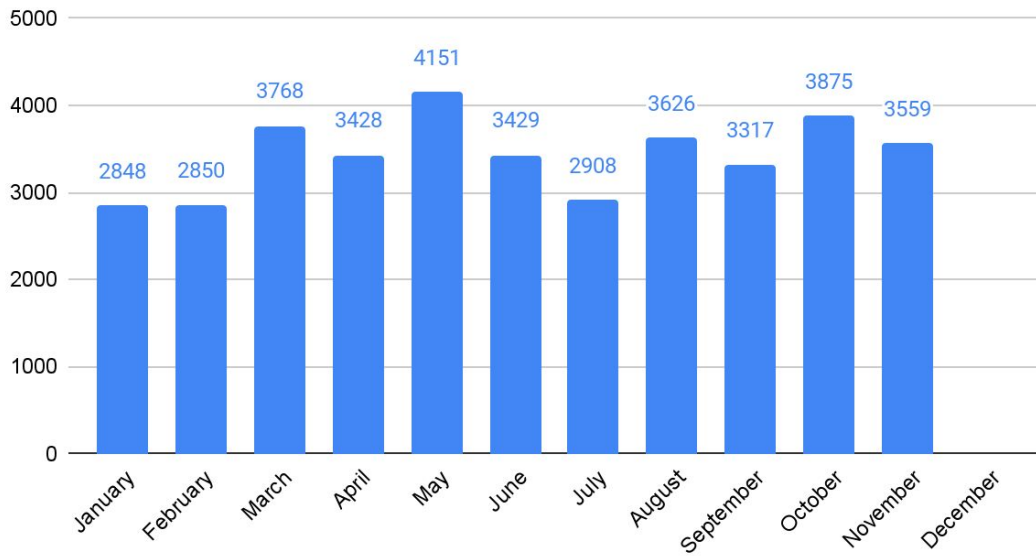
TOTAL RIDES BY CATEGORY - NOVEMBER 2023



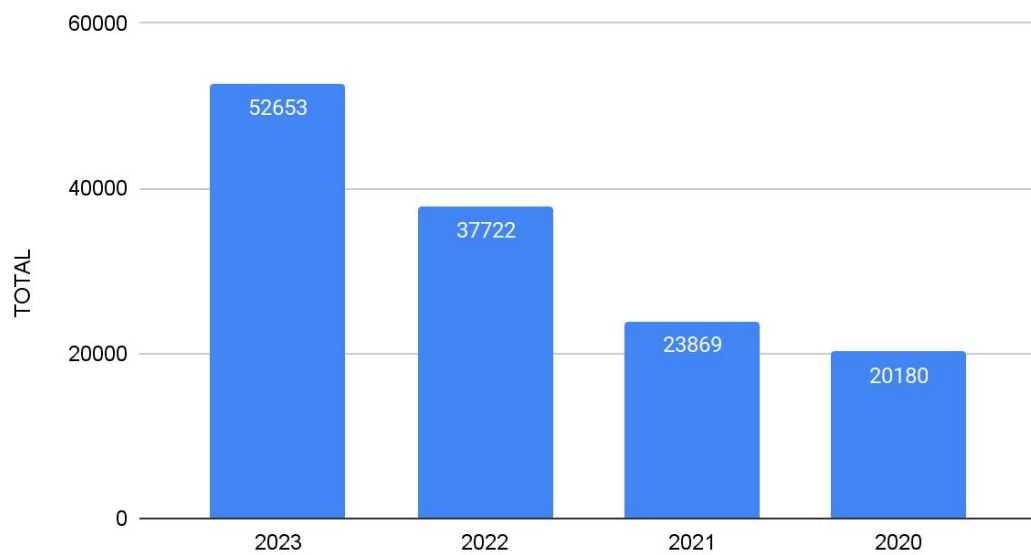
Check In Count FY24



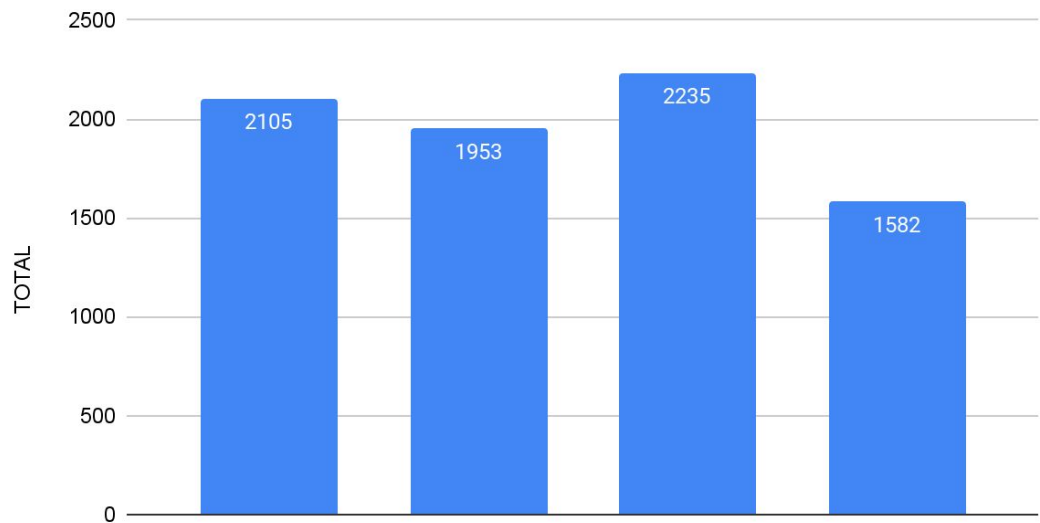
2023 Participant Check Ins



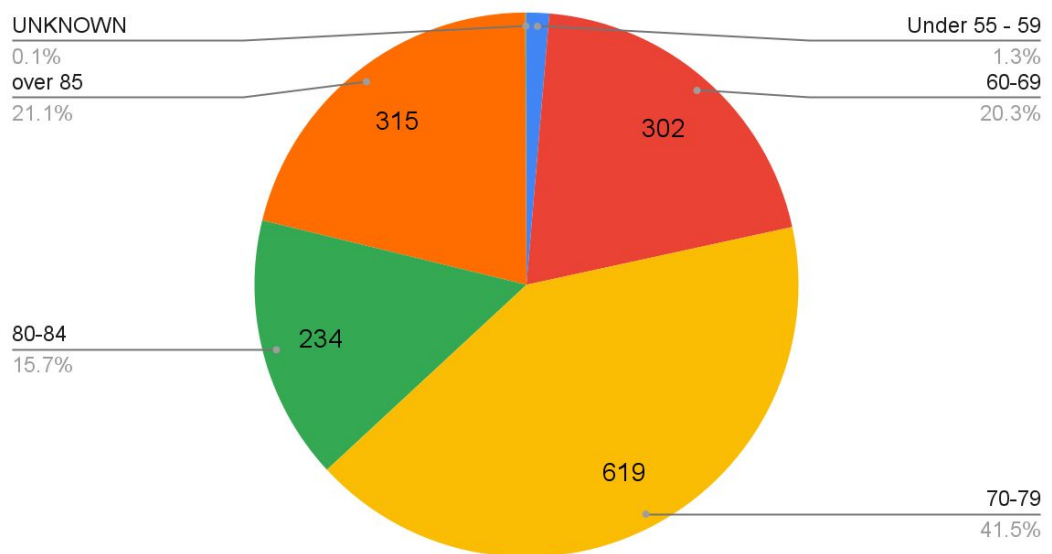
Total Participation YOY



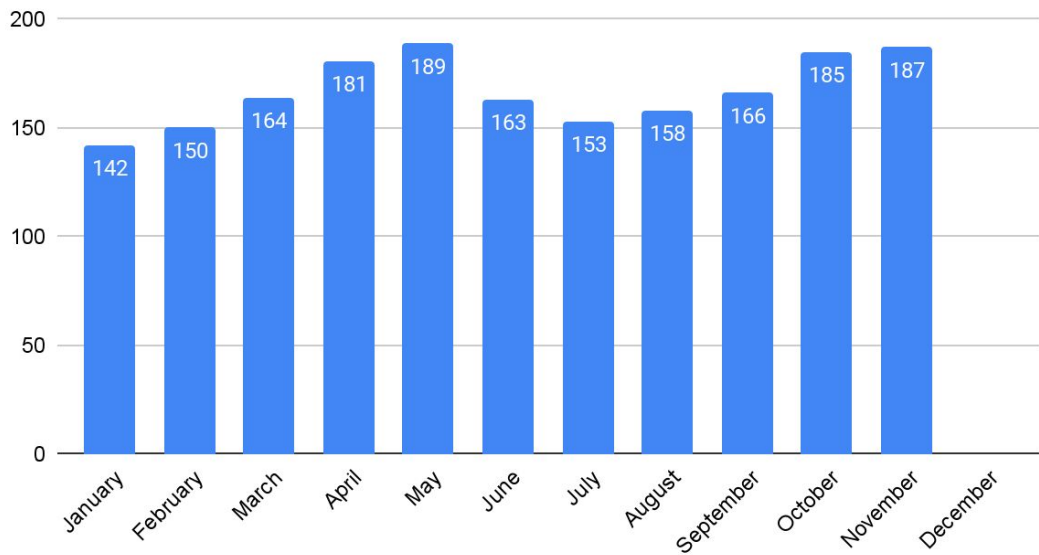
Unique Participation YOY



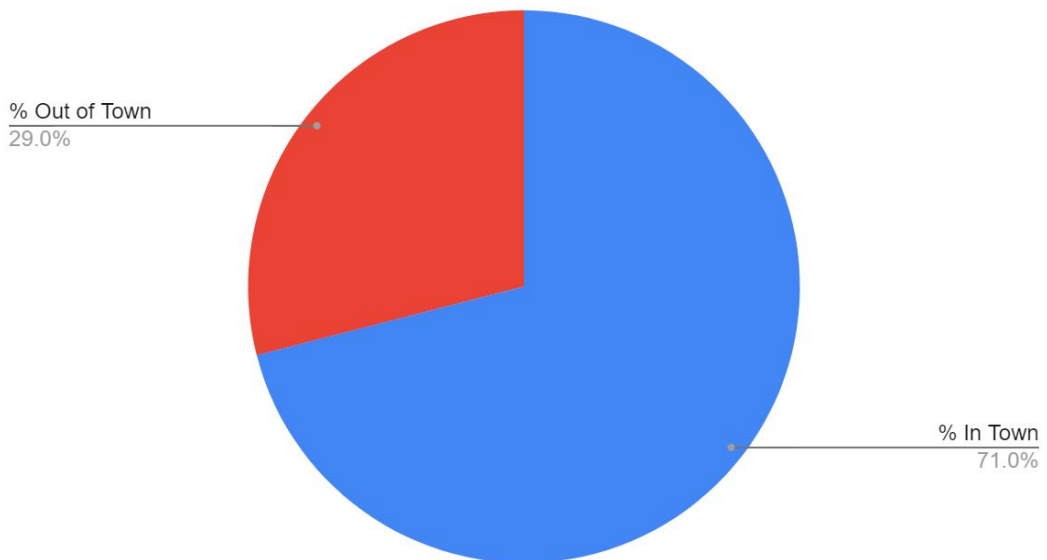
Check in by Age Group - FY24



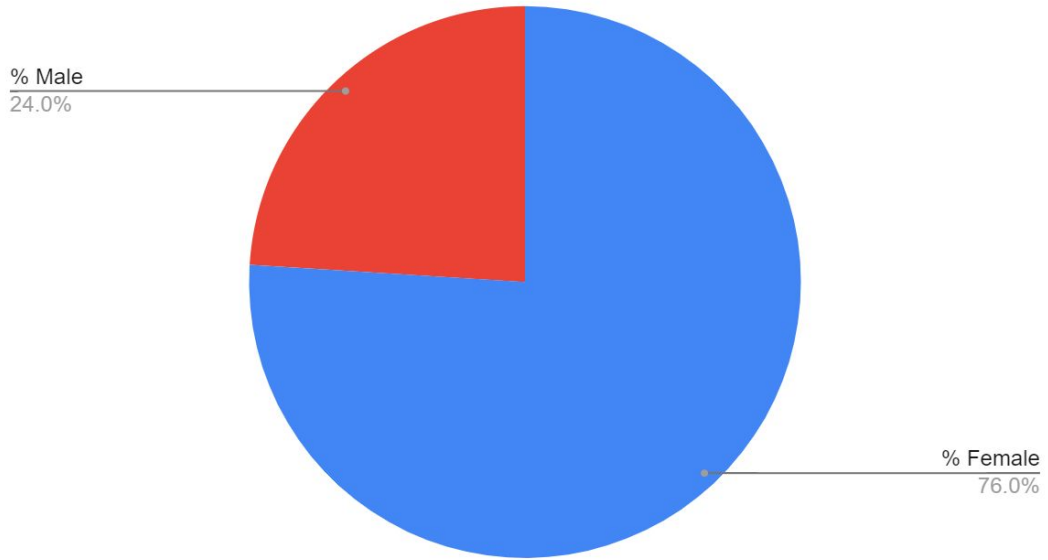
2023 Average Daily Attendance



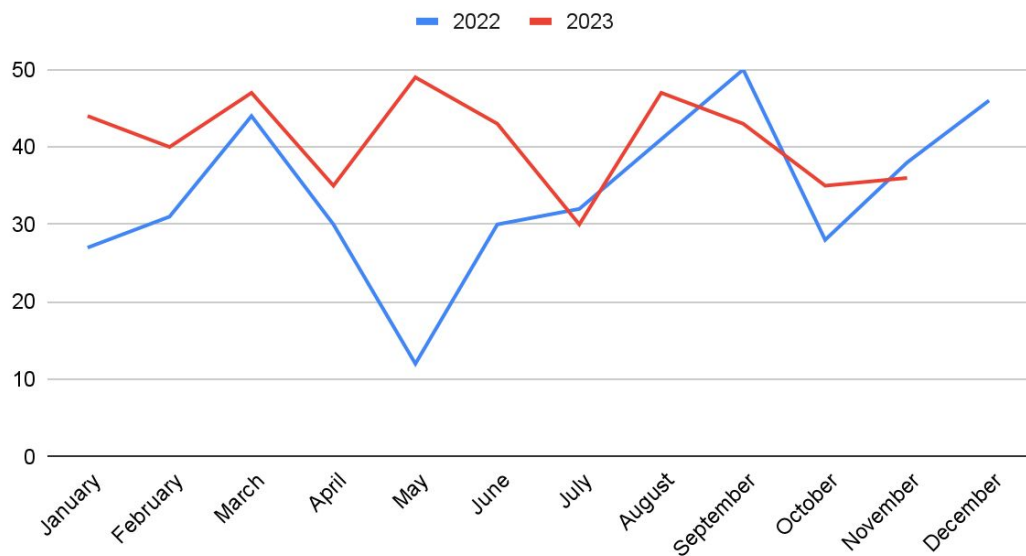
In Town and Out of Town Participation



Female and Male Participation



Year Over Year New Members



Center Update

November Events In Review

- Morning of Remembrance
- Veterans Breakfast/VSO and Veteran Service Committee (60)
- Norwood Theatre Lunch and Theatre Combo (45)
- Newport Playhouse Trip (27)
- Senator Rush Coffee Hour (35)
- JWCW Ice Cream Social (102)
- 2 Part Geography Series (30)
- Lions Club Thanksgiving Dinner (103)

Center Update

2021 Open Enrollment Analysis Statistics for Walpole COA Beneficiaries							
Sheet	Total N	N with changes	Total Baseline \$	Total \$ after changes	Total Savings \$	Pct Savings \$	Pct N with changes
Total	131	99	\$ 119,814	NA	NA	26%	76%
			Average Savings/Person with Changes		NA	for 2021	
2022 Open Enrollment Analysis Statistics for Walpole COA Beneficiaries							
Sheet	Total N	N with changes	Total Baseline \$	Total \$ after changes	Total Savings \$	Pct Savings \$	Pct N with changes
Total	129	71	\$ 189,447	\$ 140,010	\$ 49,437	26%	55%
			Average Savings/Person with Changes		\$ 696	for 2022	
2023 Open Enrollment Analysis Statistics for Walpole COA Beneficiaries							
Sheet	Total N	N with changes	Total Baseline \$	Total \$ after changes	Total Savings \$	Pct Savings \$	Pct N with changes
Total	170	78	\$ 254,184	\$ 102,636	\$ 111,431	44%	46%
			Average Savings/Person with Changes		\$ 1,429	for 2023	
2024 Open Enrollment Analysis Statistics for Walpole COA Beneficiaries							
Sheet	Total N	N with changes	Total Baseline \$	Total \$ after changes	Total Savings \$	Pct Savings \$	Pct N with changes
Total	162	104	\$ 310,383	\$ 109,259	\$ 149,134	48%	64%
			Average Savings/Person with Changes		\$ 1,434	for 2024	

Center Update

Staffing Update

- Laurel retired as of December 13th. Jill is going to be working up to 19 hours (W, Th, F) and Lindsey will be transitioning into an up to 14 hour Outreach position (M, T and some W). This will cover all five days in Outreach with a total of up to 33 hours (+3)
- We will be looking for a program coordinator, but will be increasing the hours of that position from 18 to 24 hours and we will retain the benefits previously held by the Outreach Worker and transition them over to this position.

Center Update



Center Update

Holiday Open House

- 175 members signed in for the event
- 80 attended the breakfast event (\$3)
- Tyler, his mom, Rich worked with local businesses and EVERY attendee received a gift card!
- So fortunate to have so many wonderful partners in the community that add such a personal connection to the event!
- Friends sponsored all the refreshments and the Steve Rudolph Trio
- Walpole HS Football Team made a special guest appearance to pull the special drawings for the centerpieces, baskets and larger gift cards
- Photos online on FB of the event

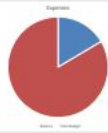
Noteable

- Center closed Monday, January 1st and Monday, January 15th
- Boston Post Cane January 4th
- 5th Birthday party on January 19th at 1pm
- AARP Tax Prep Program registration opens January 22
- Barbie Movie Matinee (FULL!!) January 26th
- Beginner iPhone and iPad Series January 29th (FULL with 26 on WL!)

Finance Update

Council on Aging Operating Budget

Total Budget
\$42,600.00
Expenses
\$11,343.68
Balance
\$31,256.32



EXPENSES	TOTAL THIS MONTH	TOTAL THIS YEAR	APPROPRIATION	REMAINING	% REMAIN	% USED
Electricity	\$ 544.92	\$ 2,703.59	\$ 11,000.00	\$ 8,296.41	75.42	24.6
Water	\$ 959.73	\$ 1,947.06	\$ 4,000.00	\$ 2,052.94	51.32	48.7
Equipment and Repairs	\$ 26.98	\$ 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	\$ 36.78	\$ 74.13	\$ 400.00	\$ 325.87	81.47	18.5
Printing and Copying	\$ 130.00	\$ 189.88	\$ 1,200.00	\$ 1,010.12	84.18	15.8
Gas & Oil	\$ 628.72	\$ 2,449.97	\$ 8,000.00	\$ 5,550.03	69.38	30.6
Office Supplies	\$ 518.87	\$ 1,732.32	\$ 7,000.00	\$ 5,267.68	75.25	24.7
Travel In State	\$ 36.80	\$ 53.83	\$ 500.00	\$ 446.17	89.23	10.8
Due 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	\$ 7.50	\$ 750.00	\$ 742.50	99.00	1.0
Office Equipment	\$ -	\$ 372.87	\$ 1,250.00	\$ 877.13	70.17	29.8
	\$ 2,890.30	\$ 11,343.68	\$ 42,600.00	\$ 31,256.32	73.37	26.6

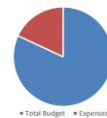
*Updated to November 30, 2023

Finance Update

Council on Aging Operating Budget Formula Grant

Total ESTIMATED Budget
\$35,000.00
Expenses
\$6,611.52
Balance
\$28,388.48

Formula Grant



EXPENSES	TOTAL THIS MONTH	TOTAL THIS YEAR
Supplies	\$ 327.00	\$ 654.00
Fitness Wellness	\$ 674.00	\$ 3,062.00
Repairs and Maintenance	\$ -	\$ -
Equipment/Furnishing	\$ -	\$ -
Facility Maintenance	\$ -	\$ -
Print Copy	\$ -	\$ -
Postage	\$ -	\$ -
Dues and Licenses	\$ 90.30	\$ 1,441.50
Newsletter Printing	\$ 363.67	\$ 1,454.02
Conference Education	\$ -	\$ -
Volunteer Recognition	\$ -	\$ -
TOTAL Utilized	\$ 1,454.97	\$ 6,611.52
Remaining		\$28,388.48
% Remaining		81.1
% Used		18.9

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 NOVEMBER 2023

GIFTS RECEIVED	
\$ 100.00	Kathy Bento in memory of Phyllis Piasecki
\$ 50.00	Diane Brown in memory of Phyllis Piasecki
\$ 100.00	Nina Chambers, Carla Chambers and Dee Tart in memory of Phyllis Piasecki
\$ 20.00	Barbara & Robert Vandenberg in memory of Phyllis Piasecki
\$ 40.00	Marion Proctor in memory of Phyllis Piasecki
\$ 20.00	Denise and Bill Abbott in memory of Phyllis Piasecki
\$ 40.00	Ron and Paul Scully in memory of Phyllis Piasecki
\$ 500.00	Allan Haynes in memory of Joan Haynes
\$ 100.00	Eric Thorgerson & Elizabeth Foote in memory of Paul Wegerdt
\$ 50.00	Michelle and Thomas Sweeney in memory of Phyllis Piasecki
\$ 25.00	Tracie Hammond in memory of Phyllis Piasecki
\$ 10.00	Richard and Debbie Harvey in memory of Phyllis Piasecki
\$ 50.00	Gloria Denneen in memory of Phyllis Piasecki
\$ 25.00	Dalia Marinilli in memory of Phyllis Piasecki
\$ 25.00	Patricia A Murphy in memory of Phyllis Piasecki
\$ 50.00	John Baker in memory of Phyllis Piasecki
\$ 25.00	James and Janet Lamonica in memory of Phyllis Piasecki
\$ 300.00	Paul Sweitzer in memory of Phyllis Piasecki
TOTAL	\$ 1,530.00

GIFT ACCOUNT INFORMATION	
\$ 14,711.84	PREVIOUS BALANCE
\$ 1,530.00	GIFTS (+)
\$ 1,638.25	GIFTS UTILIZED (-)
\$ 14,603.59	GIFT BALANCE

GIFTS UTILIZED	
\$ 250.00	Expenses Events
\$ 655.74	Other Expenses
\$ 732.51	Breakfast Café Expenses
TOTAL	\$ 1,638.25

OTHER EXPENSES ITEMIZED	
\$ 418.92	P-Card Michaels December Dally Supplies
\$ 209.02	MPLC Umbrella License for 2023
\$ 27.80	Bloom Bus Newport Christmas Difference
\$ 655.74	TOTAL

EXPENSES EVENTS ITEMIZED	
\$ 250.00	Polatin Band for Ice Cream Social with JWCW
TOTAL	\$ 250.00

CAFÉ EXPENSES ITEMIZED	
\$ 297.49	Reimbursement to Deb for Breakfast Items
\$ 111.00	Breakfast Difference for October WPS
\$ 324.02	P CARD Restaurant Store Utility Cart
\$ 732.51	TOTAL

Old Business

Front Door Decal

Handicapped Parking Spaces

New Business

- Walpole Housing Authority Update
- Master Plan Update
- Friends of Walpole Elders
- Select Board Update
- Looking Ahead to Upcoming Meetings
 - January 2024 - Chief of Police - Rich Kelleher
 - February 2024 - Town Administrator - Jim Johnson
 - March 2024 - New Executive Director, WHA
- Attendance of Chair and Vice Chair at Town's Legal Meeting regarding "How to Run an Effective Meeting"

Open Forum

NEXT MEETING

January Meeting

January 25, 2023