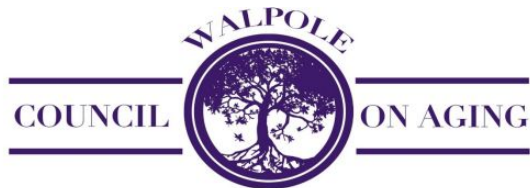


# AGENDA



## Council on Aging Board Meeting

Date of Posting: (Monday, January 23, 2023)  
Date of Meeting: Thursday, January 26, 2023  
Time of Meeting: 10:00 AM  
Location: COA Center

### Agenda

1. Attendance and Pledge of Allegiance
  2. Introduction of Joanne Mulligan
  3. Jim Johnson, Town Administrator
  4. Review of December Meeting Minutes
  5. Outreach Review
  6. Center Updates
  7. Finance Update
  8. Old Business
    - a. December 20, 2022 Select Board approval of Joanne Mulligan
    - b. Discussion regarding liaison from the Friends
  9. New Business
    - a. Walpole Housing Authority Update
    - b. Master Plan Update
    - c. Friends of Walpole Elders Update
    - d. Select Board Update
    - e. Potential Board Associate Candidates
    - f. Topics/Speakers for upcoming meetings
      - February: Sandy Pellegrine, Memory Care
      - March: Mark Gallivan, Select Board Member
      - April: Brendan Croak, Recreation Department
      - May: Form Nominating Committee for June elections
  10. Open Forum
-



# Walpole Council on Aging Board Meeting



January 26, 2023  
10:00AM  
Old Colony



# Attendance

# Introduction of Joanne Mulligan

**Jim Johnson, Town Administrator**

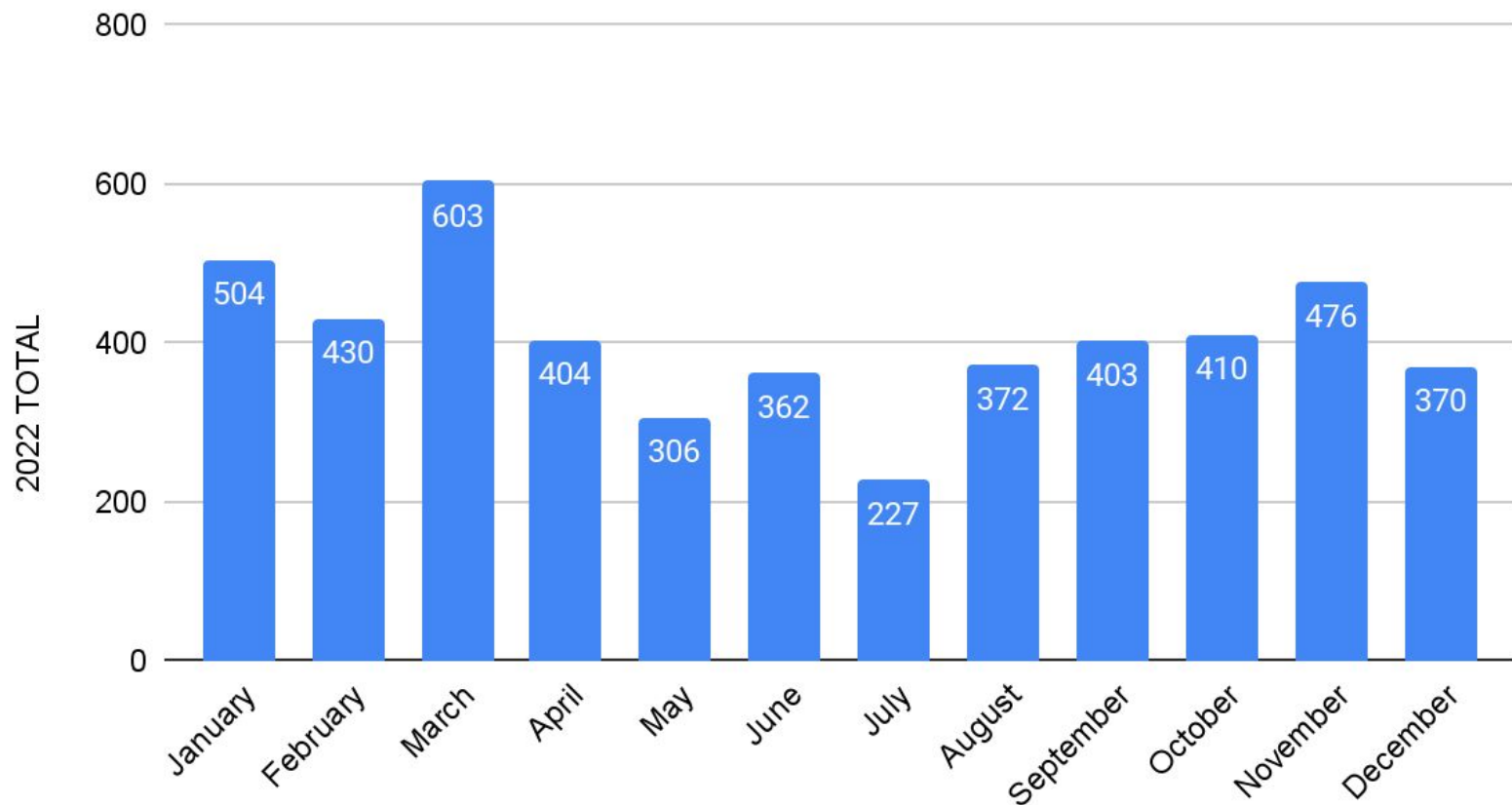
# Review of December Meeting Minutes

# Outreach Review

December by the Numbers:

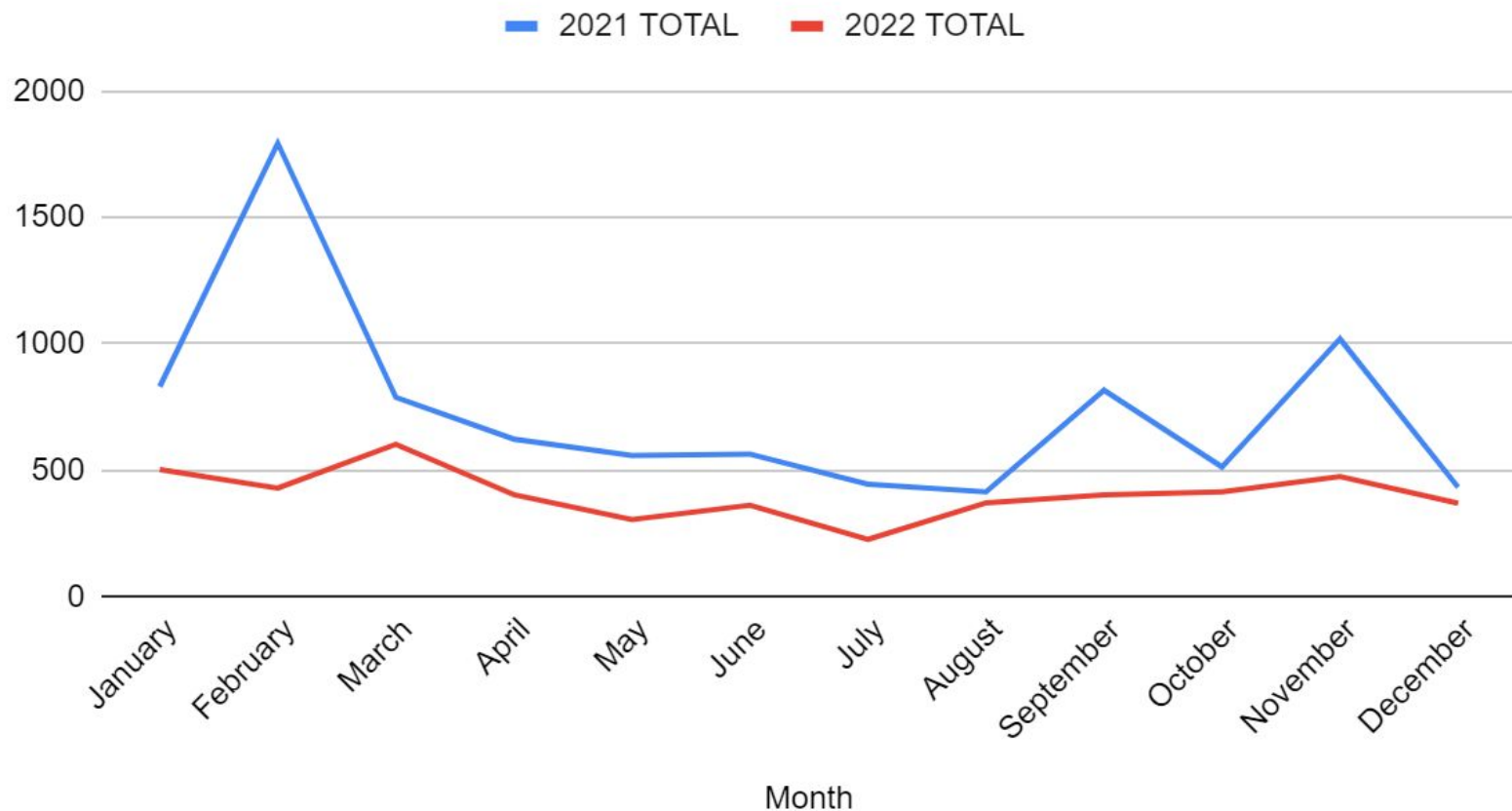
- **370** total Outreach to **217** unique individuals
- Most Common Outreach methods
  - Phone - 188 calls
  - In Person Office Visit - 111 visits
- Most Common Referral method
  - Self - 246
  - WCOA Staff Member - 35
  - Family Member - 27

## 2022 Outreach Month Over Month

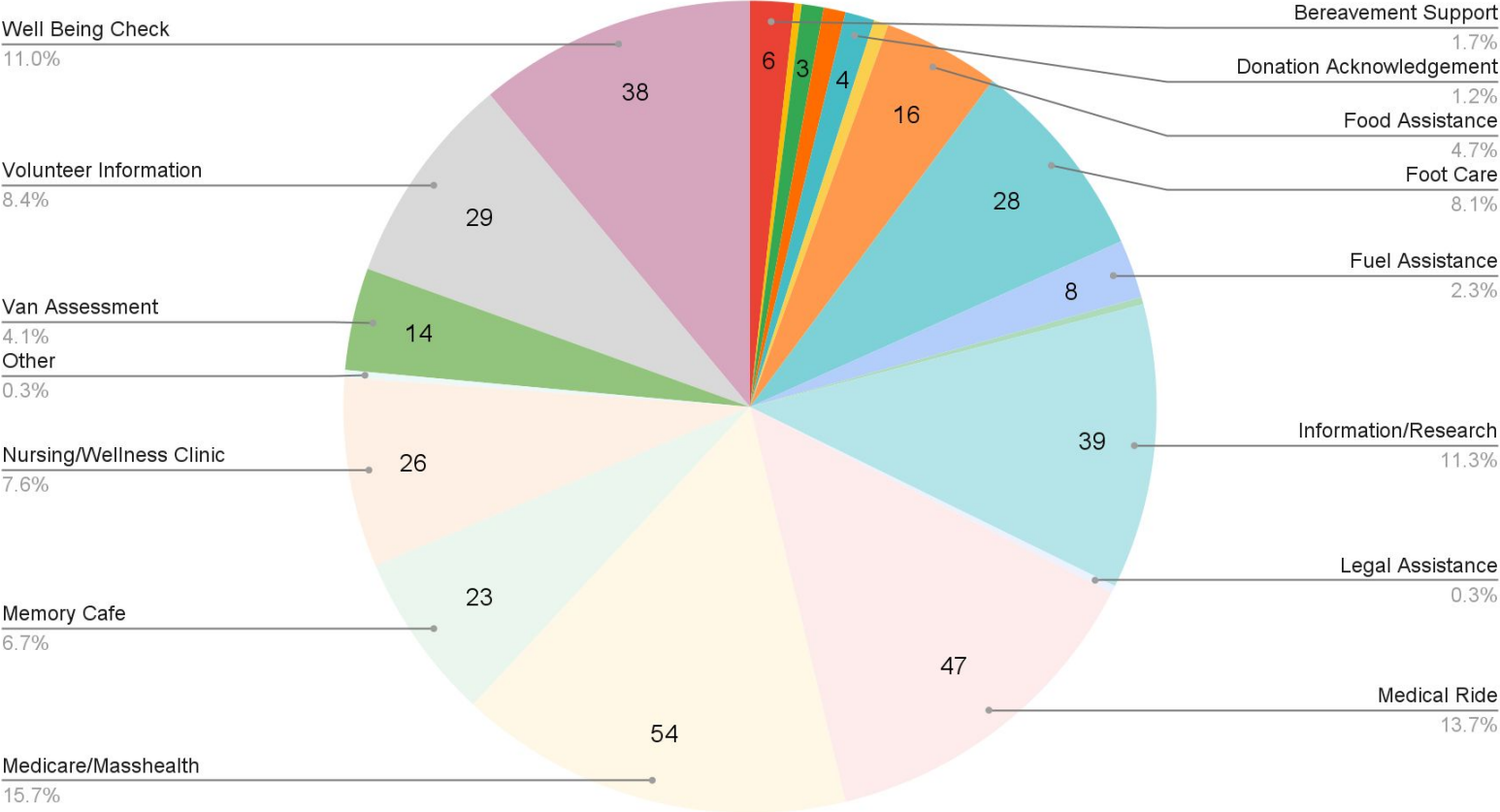




# Outreach Year Over Year

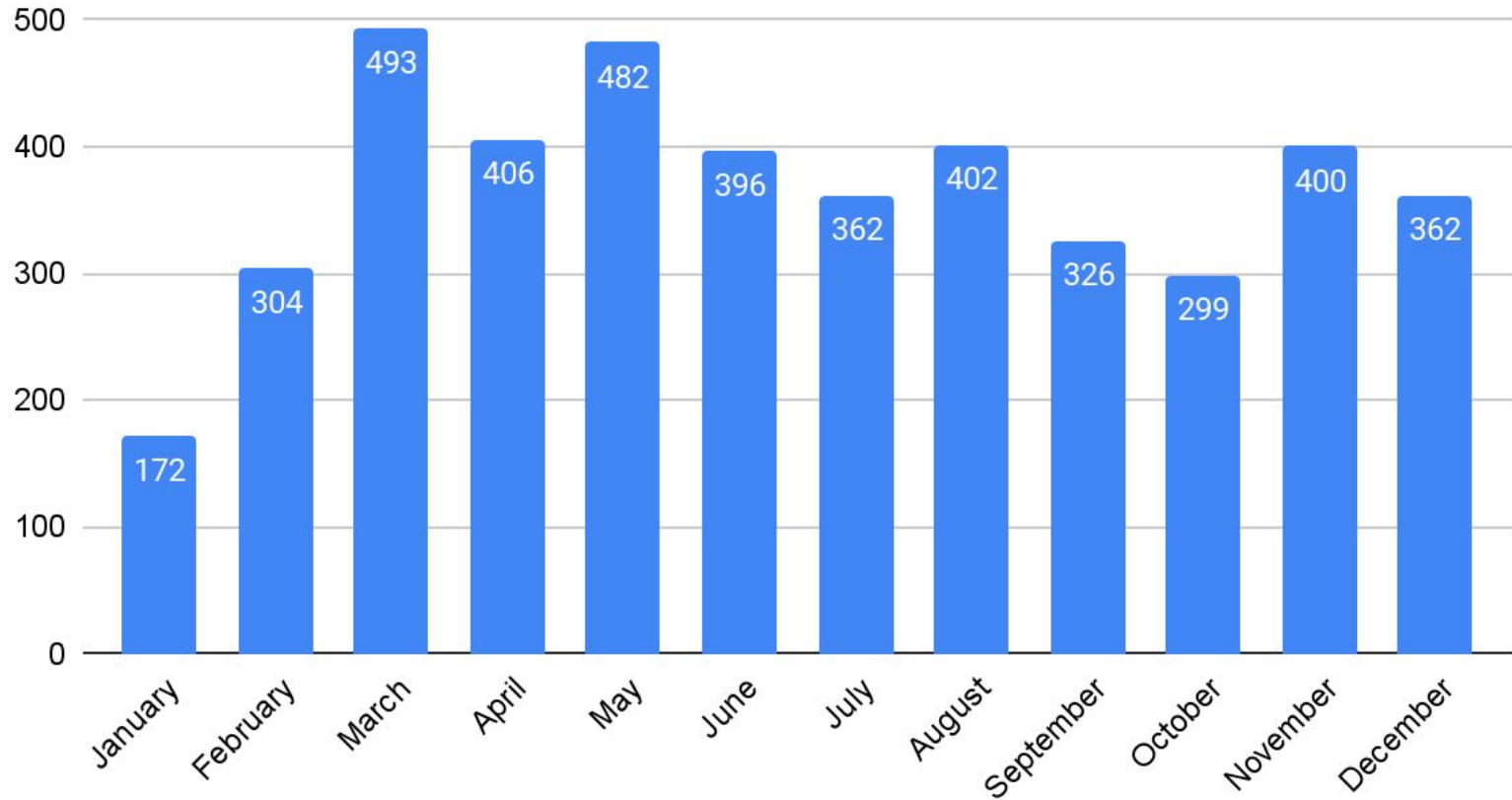


# DECEMBER OUTREACH BY CATEGORY

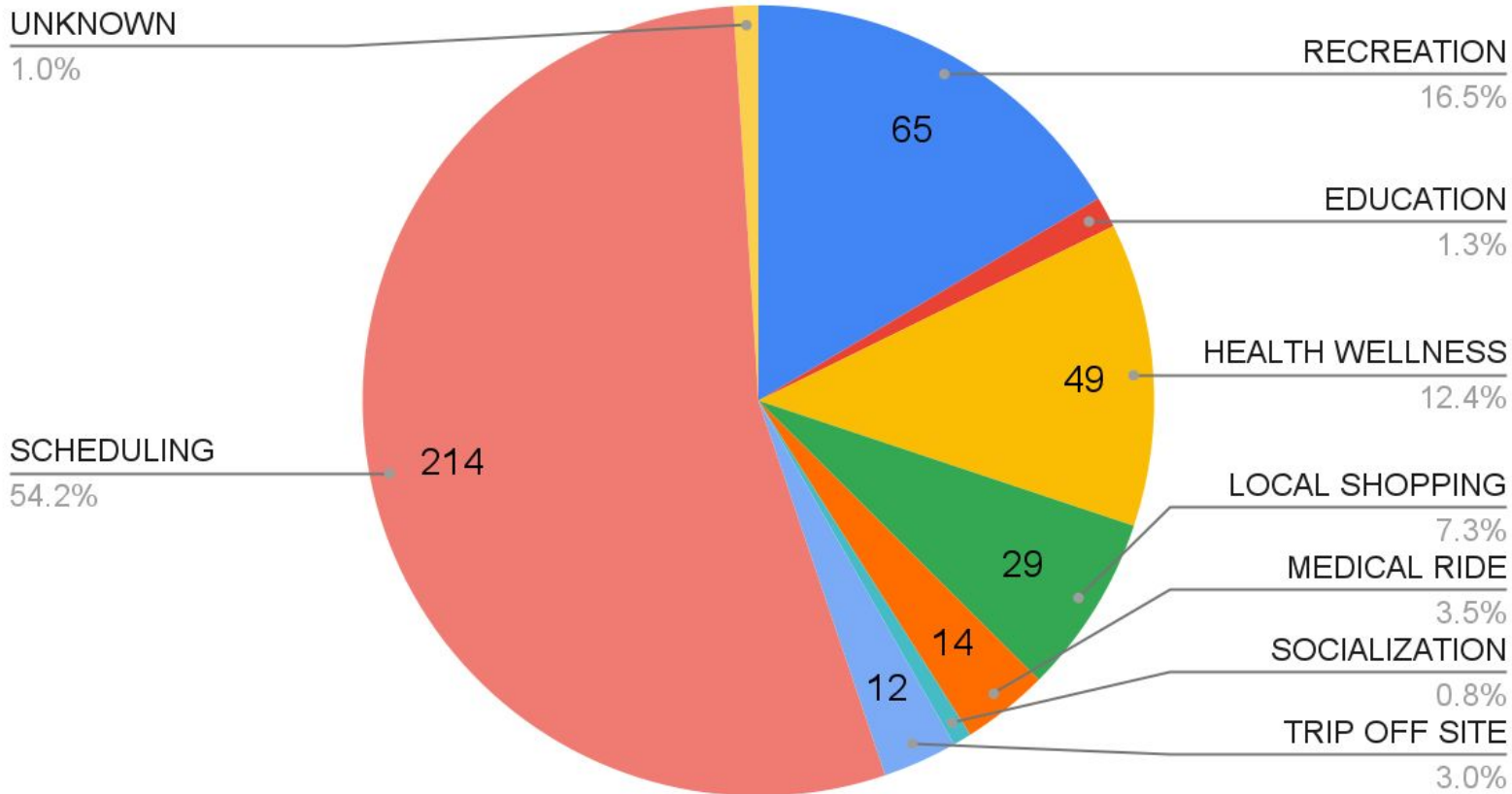


# Outreach Review

## 2022 Total Rides Month over Month



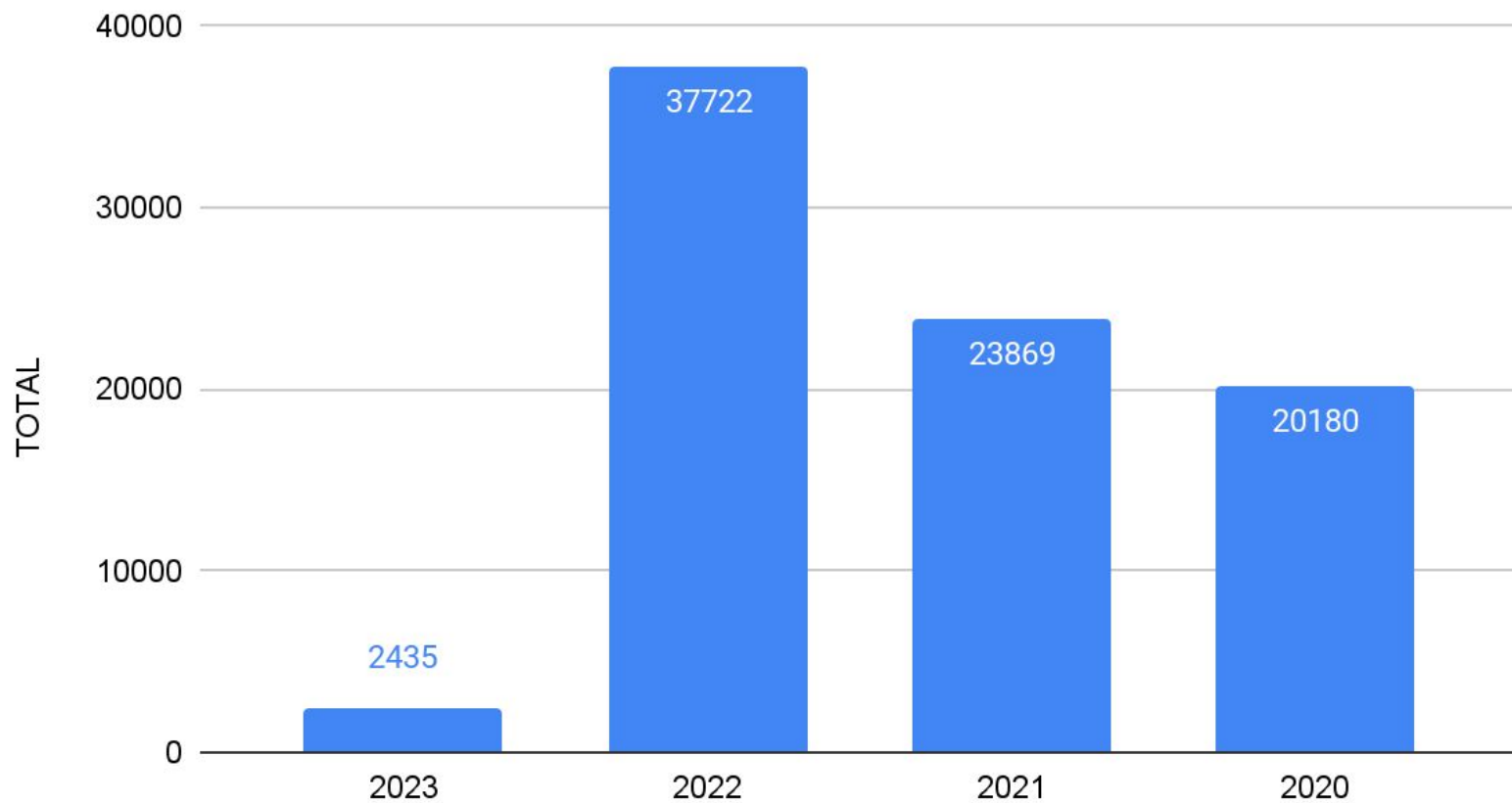
# Transportation - DECEMBER 2022



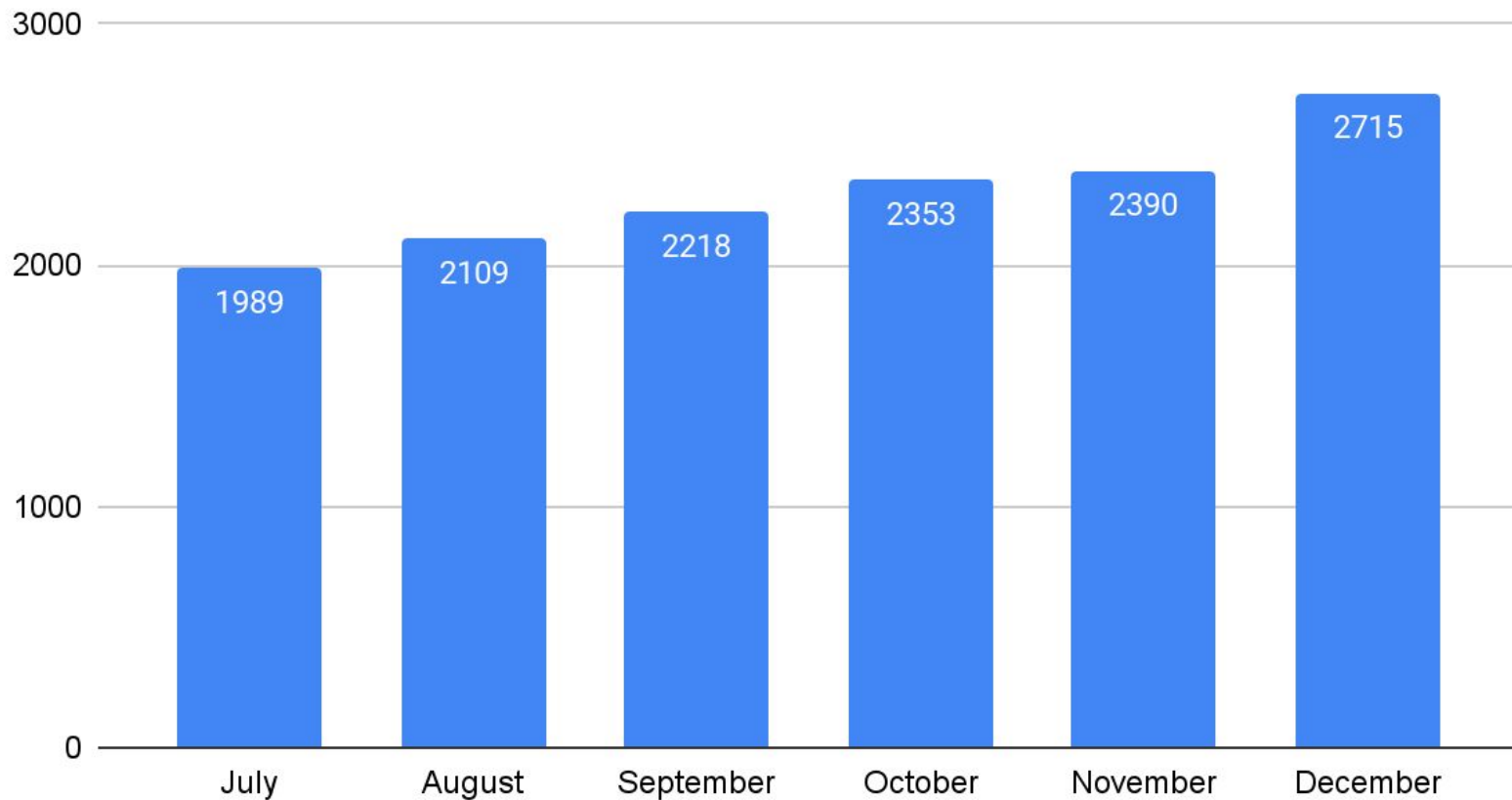
## 2022 Participant Check In Count



## Total Participation Year Over Year

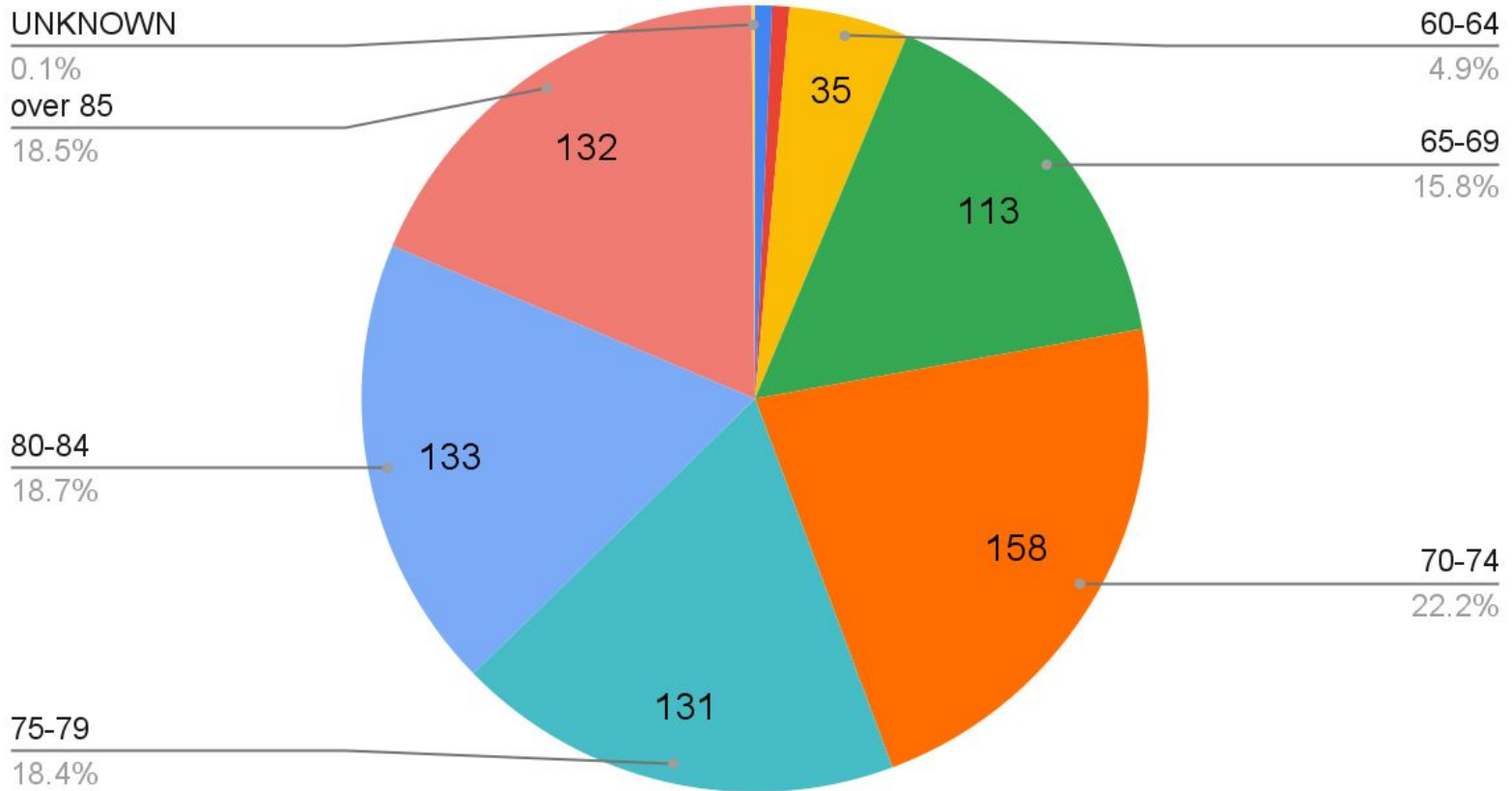


## Check in Count FY23

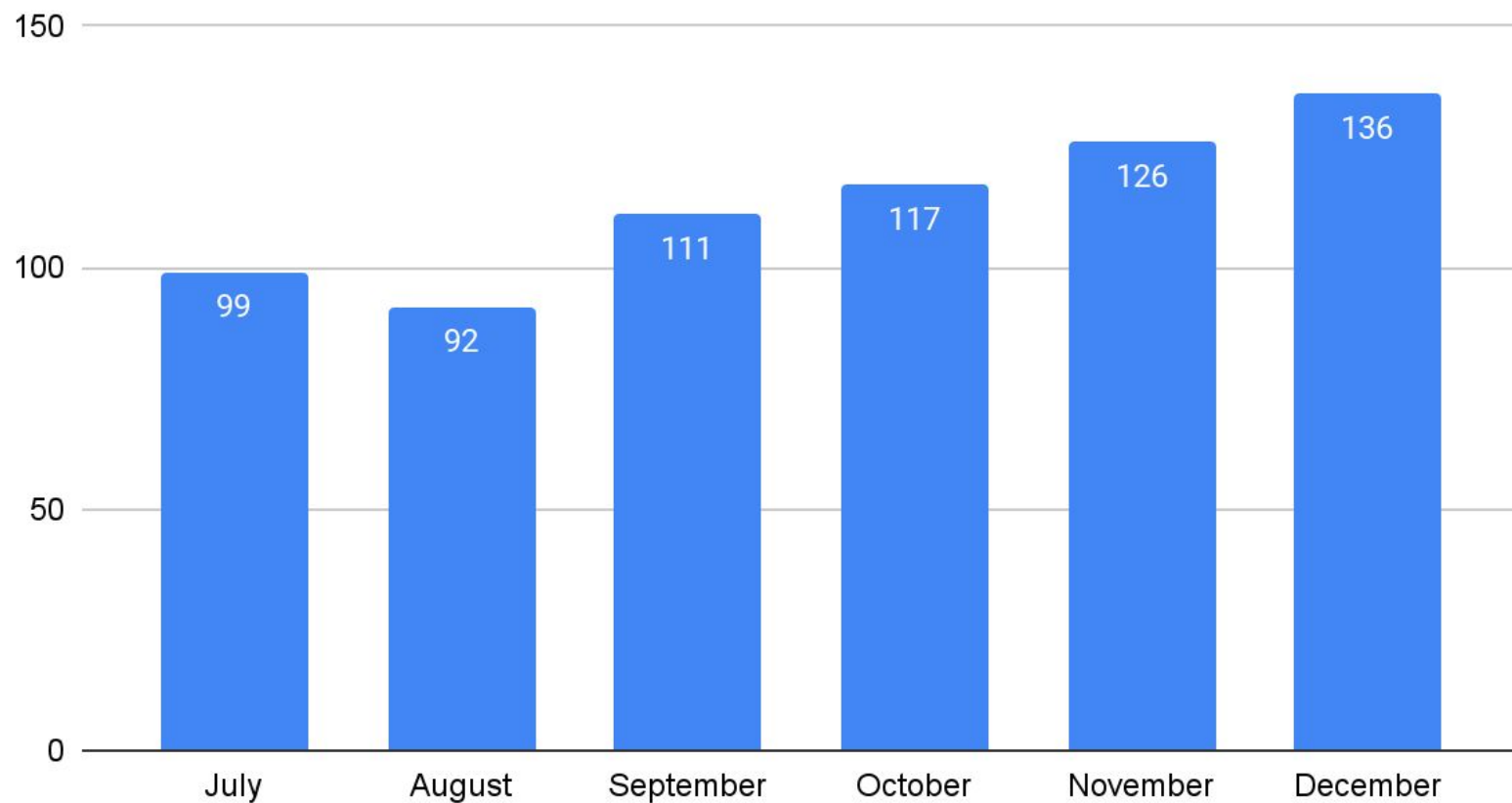




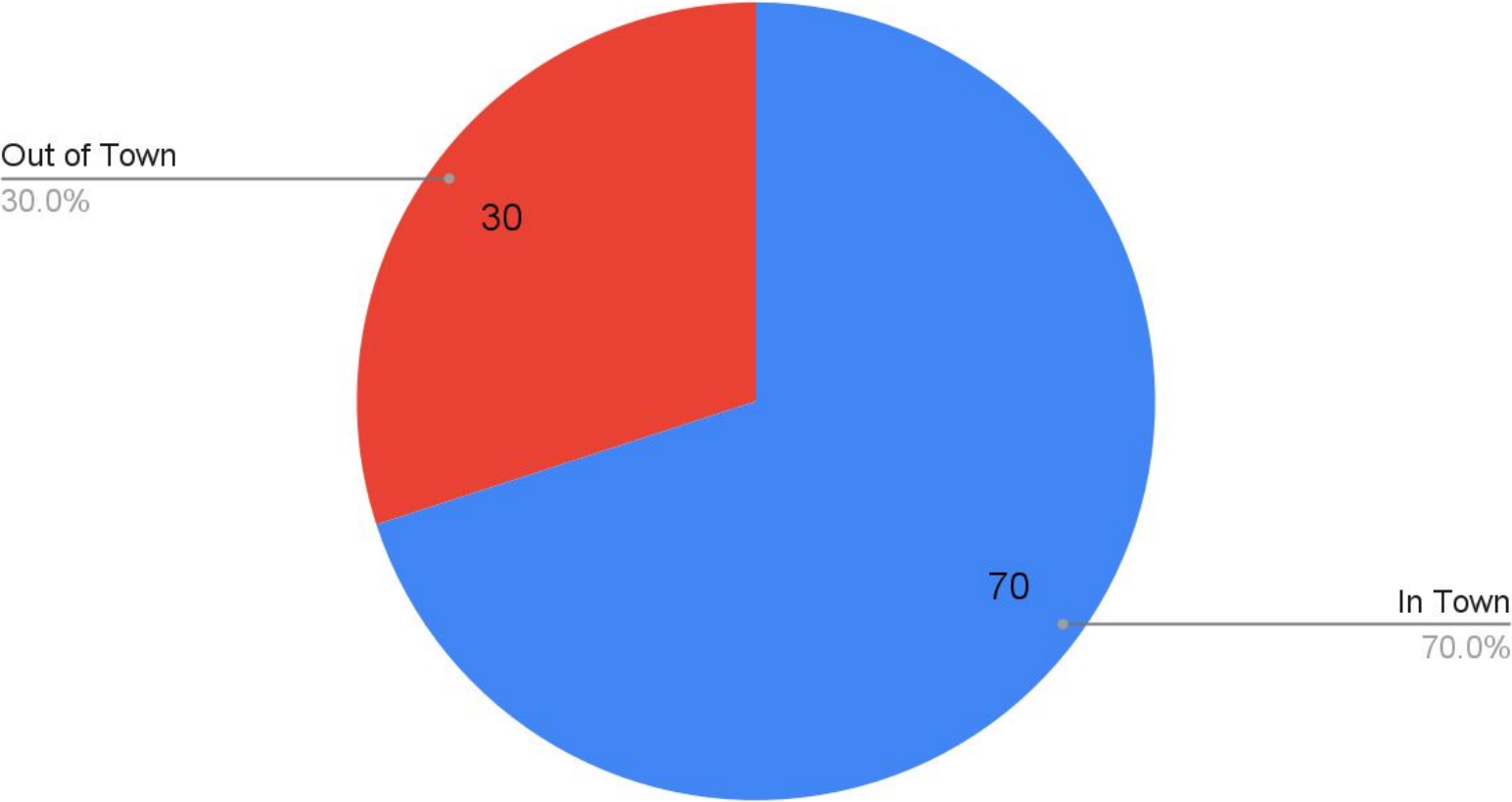
## Check in by Age Group - December 2022



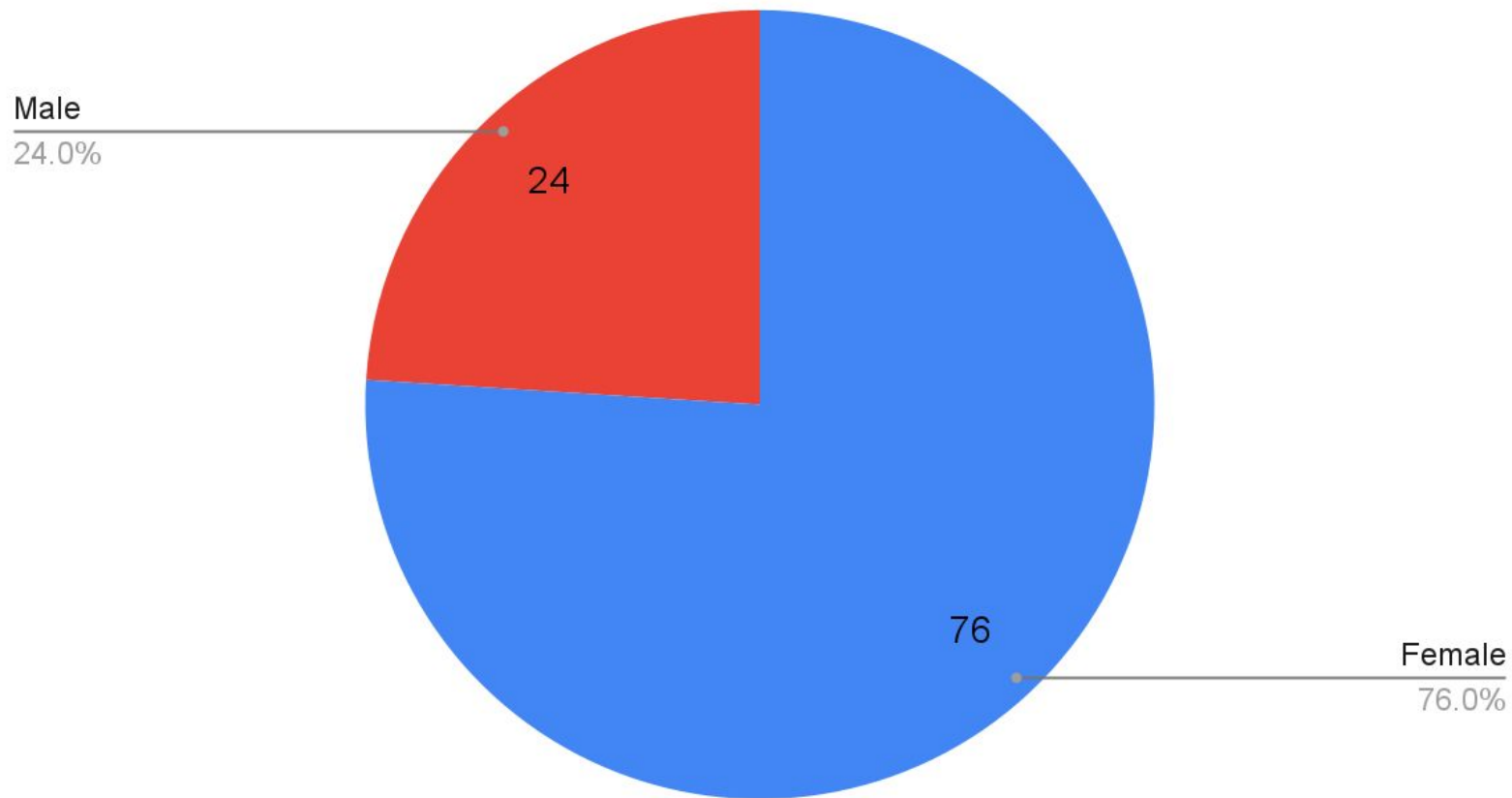
## Average Daily Attendance FY23



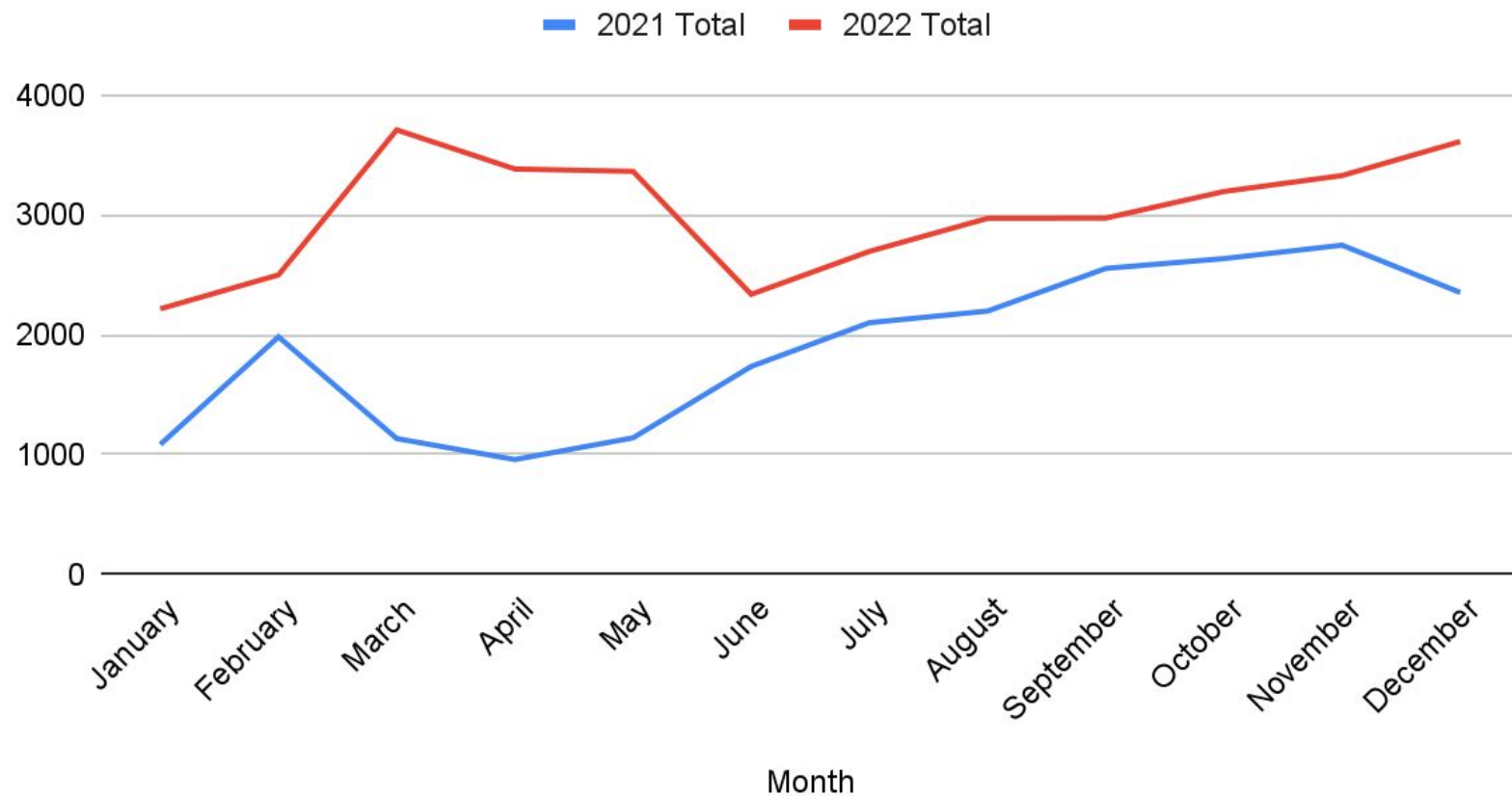
# Current Participation



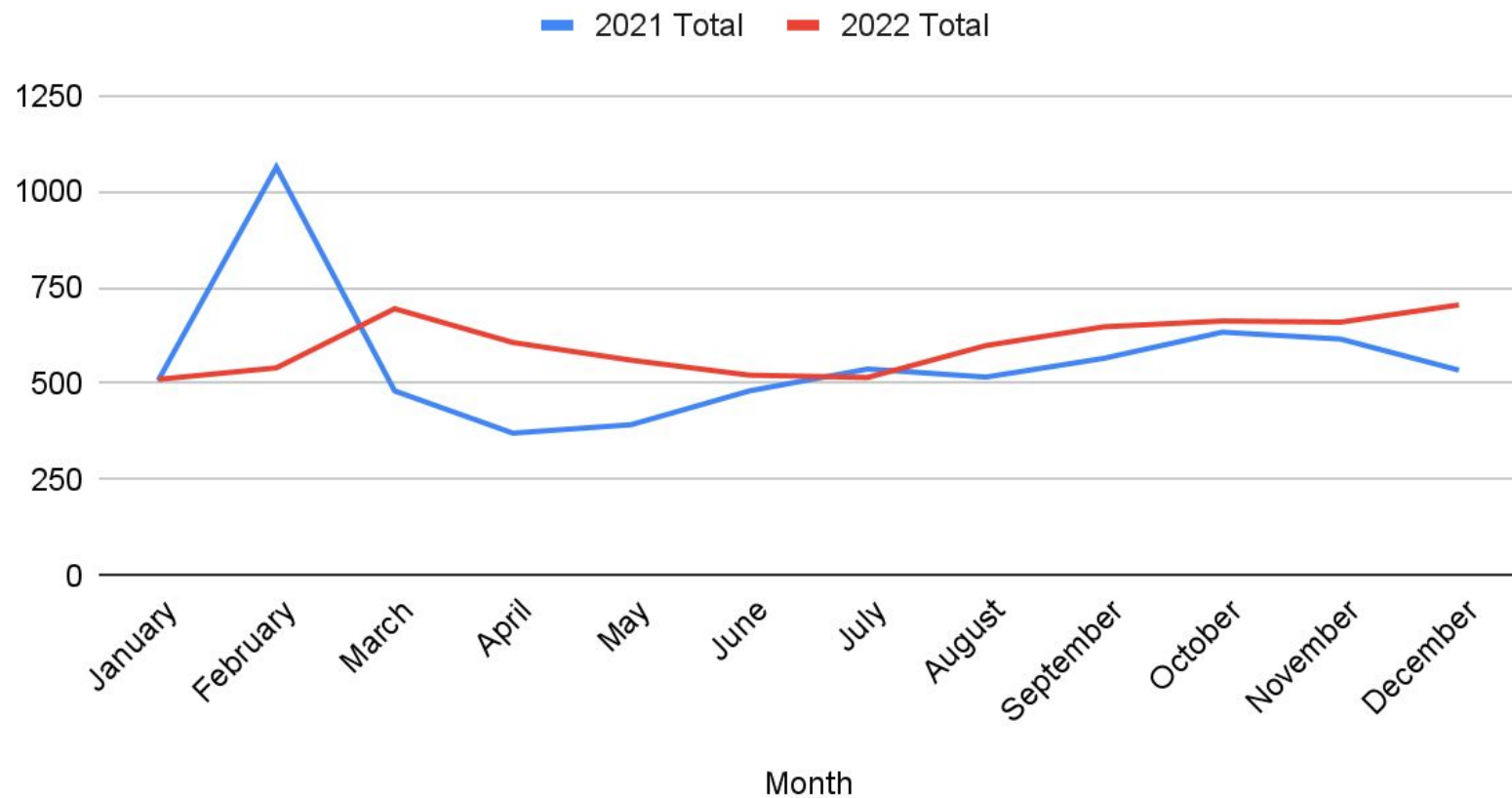
## Current Participation



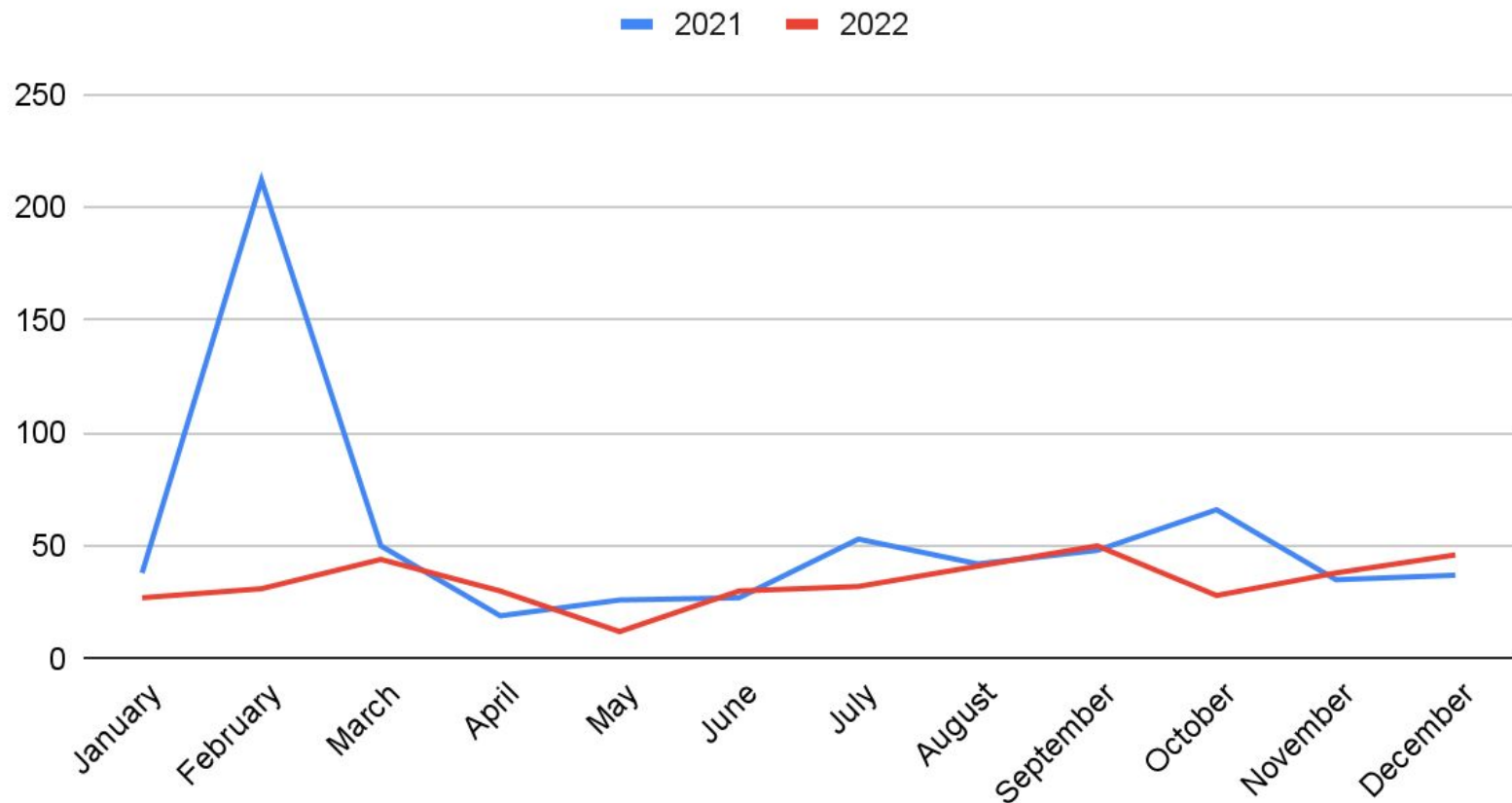
# Year Over Year Total Served



# Year Over Year Unique Served



# Year Over Year New Members



# Trending

July 2022 - December 2022

CATEGORY	DUPLICATED	UNIQUE
Fitness/Exercise	6069	368
Recreation	3748	392
Social Event	3002	561
Community Education	1296	374
HESSCO	446	70
Cultural Event	196	139

\*increases across every category both in duplicated and unique



# Center Update

- Staffing Update
  - Welcome Lindsey Greener, Program Coordinator (first official meeting with the Board today)
- Annual Report completed by the Department and letter from the Board written by Chair and Vice Chair (see attached)
- Budget Meeting with Finance Committee February 13th at 7pm
- Beginning planning stages for our spring and summer events
- Working on identifying a new tour company for our trips as Fox Tours is no longer offering tours

# Center Update

## DECEMBER

- Coffee and Conversations (Mass Audubon, Tri County Students Fraud and Scams, Honor Flight, AARP Foundation Tax-Aide Program)
- WFD Safety Luncheon
- Yuletide Newport Trip
- Until Help Arrives with DA Morrissey
- Holidays Lights Tour
- Holiday Open House
- Holiday Songs and Trivia with Blessed Sacrament middle schoolers

# Upcoming

## February

- Coffee and Conversations - Social Security, Photo Tour of London with Jim Hinds, Friends Against Fraud, Chocolate Tasting
- AARP Tax Prep Mondays by appointment through Tax Filing Date
- Heart Saver CPR AED Class (two classes!)
- Introduction to Tai Chi
- Intergenerational Yoga
- Big Y Lunch and Learn "Cough and Cold Remedies, OTC vs RX"
- Cupcake Decorating
- Movie Matinee - Sleepless in Seattle

# Finance Update

Council on Aging Operating Budget

Total Budget
\$43,600.00
Expenses
\$17,340.12
Balance
\$26,259.88

Expenses




EXPENSES	TOTAL THIS MONTH	TOTAL THIS YEAR	APPROPRIATION	REMAINING	% REMAIN	% USED
Electricity	\$ 737.48	\$ 3,974.76	\$ 12,000.00	\$ 8,025.24	66.88	33.1
Water	\$ 456.90	\$ 770.26	\$ 4,000.00	\$ 3,686.64	92.17	7.8
Equipment and Repairs	\$ 139.58	\$ 2,794.58	\$ 5,485.00	\$ 2,690.42	49.05	50.9
Training and Development	\$ -	\$ 75.00	\$ 1,500.00	\$ 1,425.00	95.00	5.0
Postage and Courier	\$ 24.18	\$ 67.47	\$ 400.00	\$ 332.53	83.13	16.9
Printing and Copying	\$ -	\$ 14.25	\$ 1,118.00	\$ 1,103.75	98.73	1.3
Gas & Oil	\$ 474.96	\$ 2,372.06	\$ 8,000.00	\$ 5,627.94	70.35	29.7
Office Supplies	\$ 1,186.30	\$ 3,782.10	\$ 7,000.00	\$ 3,217.90	45.97	54.0
Travel In State	\$ -	\$ 276.63	\$ 500.00	\$ 223.37	44.67	55.3
Due and Memberships	\$ -	\$ 2,205.40	\$ 3,500.00	\$ 1,294.60	36.99	63.0
Meetings and Conferences	\$ -	\$ 570.00	\$ 500.00	\$ (70.00)	-14.00	114.0
Miscellaneous	\$ -	\$ 10.75	\$ 750.00	\$ 739.25	98.57	1.4
Office Equipment	\$ -	\$ 426.86	\$ 1,250.00	\$ 823.14	65.85	34.1
	\$ 3,019.40	\$ 17,340.12	\$ 43,600.00	\$ 29,119.78	66.79	33.2

\*Updated to December 31, 2022

# Finance Update

Council on Aging Operating Budget Formula Grant

Total ESTIMATED Budget		<div>Formula Grant</div>  <div><span>• Total Budget</span> <span>• Expenses</span></div>
\$30,000.00		
Expenses		
\$6,738.38		
Balance		
\$23,261.62		
EXPENSES	TOTAL THIS MONTH	TOTAL THIS YEAR
Supplies	\$ -	\$ 647.76
Fitness Wellness	\$ 494.00	\$ 3,941.98
Repairs and Maintenance	\$ -	\$ -
Equipment/Furnishing	\$ -	\$ -
Facility Maintenance	\$ -	\$ -
Print Copy	\$ -	\$ -
Postage	\$ -	\$ -
Dues and Licenses	\$ 89.30	\$ 570.80
Newsletter Printing	\$ 435.27	\$ 1,387.84
Conference Education	\$ -	\$ 190.00
Volunteer Recognition	\$ -	\$ -
Breakfast Program	\$ -	\$ -
TOTAL Utilized	\$ 1,018.57	\$ 6,738.38
Remaining		\$ 23,261.62
% Remaining		77.5
% Used		22.5

Formula Grant Information	
Balance Forward from Previous FY	\$ 20,139.94
Total FG FUNDING FY22	\$ 59,520.00
FY23 FUNDING TO BE SET AT DONAHUE INSTITUTE ESTIMATES - 7116 seniors in Walpole	
Total Estimated FG Funding for FY23	\$ 85,392.00
Total Estimated Increase in FG Funding in FY23	\$ 25,872.00
Total Estimated FG Salary for FY23	\$ 45,000.00
Delta Estimate	\$ 40,392.00

UPDATED 10/21/2022 EOEa

# Finance Update

## GIFTS DECEMBER 2022

GIFTS RECEIVED	
\$ 500.00	Friends of Walpole Elders/Holiday Event
\$ 25.00	Gift from Anthony and Linda Panarelli
\$ 100.00	Gift from D Smith in memory of Bob Ela
\$ 100.00	Gift from Lorusso Family
\$ 50.00	Gift from J Ammidown
\$ 100.00	Gift from H Hourihan
<b>TOTAL \$ 875.00</b>	

GIFTS UTILIZED	
\$ 743.27	Expenses Events
\$ 804.22	Other Expenses
\$ 99.99	Breakfast Café Expenses
<b>TOTAL \$ 1,647.48</b>	

EXPENSES EVENTS ITEMIZED	
\$ 193.85	Holiday Open L Greener Trader Joe
\$ 45.97	Holiday Open House Photo Booth Items
\$ 503.45	Holiday Open House Décor, Paper Goods
<b>\$ 743.27</b>	

BREAKFAST CAFÉ EXPENSES ITEMIZED	
\$ 99.99	Amazon Chalkboard for Menu
<b>\$ 99.99</b>	

OTHER EXPENSES ITEMIZED	
\$ 240.00	Floral Design Nov - defrayed cost difference
\$ 94.54	Tablecloths/Napkins Housing Community Dinner
\$ 74.76	Boston Bean Difference Invoice 11/29
\$ 267.19	Cricut Machine and Supplies
\$ 127.73	Joann, Yarn for Knitters
<b>\$ 804.22</b>	

GIFT ACCOUNT INFORMATION	
\$ 19,630.85	PREVIOUS BALANCE
\$ 875.00	DECEMBER GIFTS
	DECEMBER GIFTS
\$ 1,647.48	UTILIZED
\$ 18,858.37	GIFT BALANCE

# Old Business

- December 20, 2022 Select Board Approval of Joanne Mulligan
- Discussion regarding liaison with Friends

# New Business

- Walpole Housing Authority Update
- Master Plan Update
- Friends of Walpole Elders
- Select Board Update
- Potential Board Associate Candidates
- Topics and Speakers for Upcoming Meetings



# Open Forum

# NEXT MEETING

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February 23, 2022