



**Town of West Newbury
Council on Aging Meeting
Tuesday, April 11, 2023 at 9 am**

381 Main Street | Town Office Building | First Floor Hearing Room

AGENDA

1. Call to Order
2. Secretary's Report – Draft minutes from March 21, 2023
3. Treasurer's Report – March 2023
4. Director's Report – March 2023
5. Working Group update
6. New Business
 - a. Richard Cushing – sidewalk signage
7. Old Business
8. Adjourn



Minutes of Town of West Newbury

Council on Aging Minutes

Tuesday, February 14, 2023 at 9:00 am

The Council on Aging met in person in the First Floor Hearing Room on March 21, 2023.

Chair: Jacqueline Johnston called the meeting to order at 9:04 am.

Present: Jacqueline Johnston, Gail DiNaro, Dianne Faulkner, Barbara Warne, Vicki Beaumier, Marjorie Peterson

Absent: Richard Preble, Joseph Publicover, Dorothy Cavanaugh, Jessa Haynes

Staff: Christine Marshall
Jen Vincent

Secretary's Report: Gail DiNaro moved to accept the minutes of February 14, 2023. Vicki Beaumier seconded the motion. Minutes approved unanimously.

Treasurer's Report: The Financial Report and Expenses were reviewed. Christine noted the budget is on track. The formula grant balances were updated and another page has been added to reflect expenses of the Food Pantry. The formula grant will carry over to the next Fiscal Year with increased funding. The granting agency does not require receipts on funds expended. Dianne Faulkner moved to accept the Treasurer's Report. Barbara Warne seconded the motion. Approved unanimously.

Director's Report: The Director's Report was reviewed.

- Chris Howe has resumed Friday morning yoga class.
- Guided Reiki/Meditation series has five individuals currently signed up.
- Some of the programs offered are struggling with participation right now. Illnesses are part of the reduced numbers.
- Laurie Spielvogel has resigned from the Council. Bob Veator had previously expressed interest, and his application is on file with the Town Clerk.
- There has been no response from the Parks and Recreation Commission or Select Board regarding a request to have pickleball courts constructed. A brief discussion ensued regarding possible placement of courts.

Gail DiNaro moved to accept the Director's Report. Barbara Warne seconded motion. Approved unanimously.

Working Group Update

Gail DiNaro, Dianne Faulkner and Marge Peterson, representing the subcommittee working on possible outings, reported their suggested outings as follows:

- June 14 "Clue" at the Stoneham Theater
- August 16 "Escape to Margaritaville" at the North Shore Music Theater
- Sept 20 Dover Cruise Tour of Great Bay (Portsmouth Harbor Boat Tour and Isle of Shoals cruise were also considered.)

The Council discussed whether these events should be limited to West Newbury residents and it was suggested that an additional fee could be charged to non-residents, although a decision was not made at this meeting. The working group will investigate transportation possibilities and costs. Vicky Beaumier volunteered to help the working group. More information on the June outing is needed shortly to be included in the May/June Newsletter. Christine will put out "Coming Soon" notices on posters and social media.

New Business

It was suggested that Christine pursue art classes. These classes were well attended in the past.

Gail DiNaro made a motion to adjourn. Dianne Fauliner seconded. Voted unanimously to adjourn at 9:40 am.

Respectfully submitted,

Marjorie Peterson, Secretary

Meeting Documents:

Draft minutes of COA Meeting on February 14, 2023

COA Financial Report as of February 28, 2023

COA Director's Report for February 2023

Correspondence to/from resident and Parks and Rec Commission regarding Pickleball courts



SAGE CENTER

social | activities | growth | education

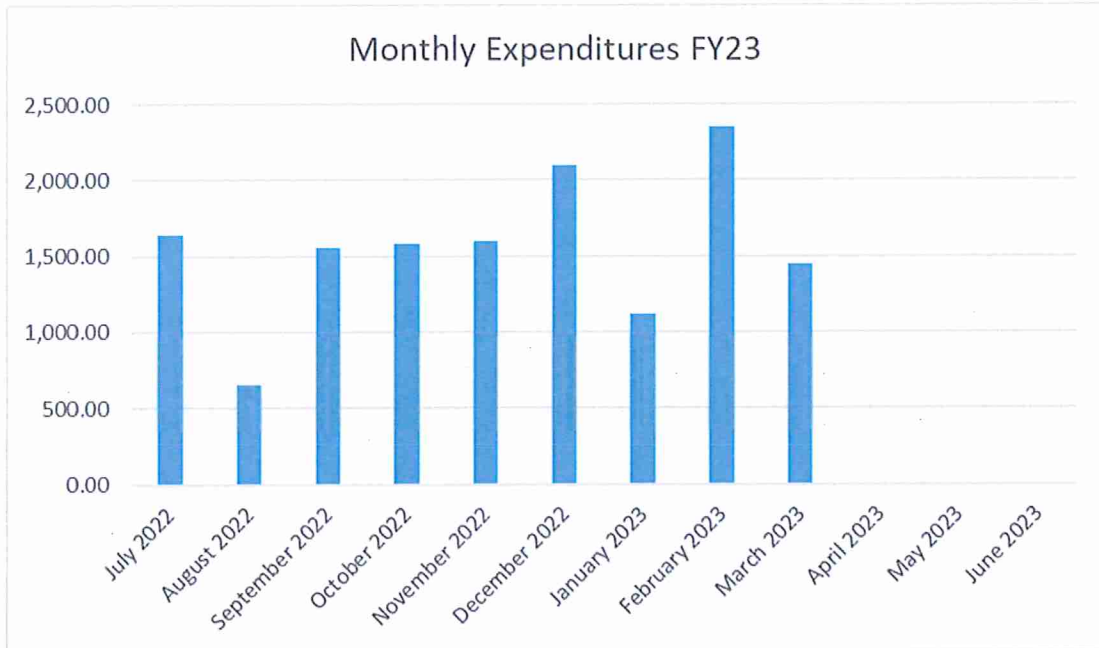
TOWN OF WEST NEWBURY | COUNCIL ON AGING

Financial Report as of March 31, 2023

Balances as of March 31, 2023				
General Fund	Allocated	Expended	Ending Balance	% Used
COA Salary & Wages	100,308.00	-66,120.11	34,187.89	-65.92%
Wage Study Increases		-1,979.03		
COA Expenses	19,500.00	-14,051.82	5,448.18	-72.06%
Gift Accounts	Starting Balance	Expended	Donations	Ending Balance
COA Gift Account	3,196.91	-239.69	7,645.96	10,603.18
Food Pantry Gift Account *	16,931.00	-11,883.43	5,270.00	10,317.57
Grants	Starting Balance	Expended		Ending Balance
Formula Grant	15,996.00	-7,603.80		8,392.20
*updates made to Food Pantry expenses and donations - due to corrections to entries by Finance - see detail attached				

General Fund Expenses by Category			
Programs	Budget	General Fund YTD Expenses	Remaining
Sunray Café - lunches, dinners, ice cream socials		-2,632.33	
3B Class - Balance, Bones & Brain			
Yoga Class		-1,440.00	
Reiki, Meditation, Aromatherapy		-600.00	
Program Supplies		-1,704.84	
Other Expenses			
Newsletters		-3,793.26	
Office Supplies		-1,175.43	
Kitchen Supplies		-507.60	
Van Maintenance / gas			
Software annual contract / MSC		-790.00	
Dues and memberships		-415.00	
Mileage reimbursement		-619.95	
Cell phone		-373.41	
FY23 Budget \$19,500	19,500.00	-14,051.82	5,448.18

Monthly Expenditures FY23	
July 2022	1,640.73
August 2022	653.90
September 2022	1,556.94
October 2022	1,581.76
November 2022	1,600.54
December 2022	2,098.76
January 2023	1,121.12
February 2023	2,350.45
March 2023	1,447.62
April 2023	
May 2023	
June 2023	
	14,051.82



FOOD PANTRY EXPENSES - FY23

	FOOD	BASKETS	OTHER	
JULY	-			
AUG	386.11			
SEPT	1,382.62		\$ 75.00	baker's rack
OCT	1,335.28		\$ 99.99	scale
			\$ 83.59	wagon
NOV	971.29	1,008.77	\$ 169.99	BJ's/mini fridge
DEC	1,877.01	395.98		
JAN	1,126.98			
FEB	1,771.40			
MAR	1,174.67	24.75		
APR				
MAY				
JUNE				
	10,025.36	1,429.50	428.57	11,883.43

*USE DATE PAID INSTEAD OF RECEIPT DATE



Town of West Newbury | Council on Aging | Director's Report FY23

	Mar 23	Feb 23	Jan 23	Dec 22	Nov 22	
Meals on Wheels - West Newbury	64	63	86	102	99	Total meals
Meals on Wheels - Groveland	452	331	330	357	360	Total meals
Congregate Lunch (in-person)	34	18	19	4	17	Total meals
Sunray Café Lunch Delivery	-	-	-	-	-	Total meals/# offered
Sunray Café In-Person Lunch	7	19	17	44	8	Attendance
Lunch & Learn Speaker Series	7	-	15	-	11	Attendance
Dinner - themed dinners	21	-	-	-	25	Attendance
Birthday Party Luncheon	-	-	-	-	-	Attendance
Special Town Meeting Q&A	-	-	-	-	-	Attendance
Food Pantry - Food Out	567	672	1,125	1,048	852	Food weight
Food In	283	742	1,315	815	783	Food weight
Residents served	22	22	22	22	22	
Volunteers / Hours	2 / 10 hrs	3 / 18 hrs	3 / 14 hrs	4 / 20 hrs	4 / 23.5	
Yoga Class *	6	-	8 on 1/6	8	8	Average attendance
3B Exercise Class - Mondays	25	21	18	15	19	Average attendance
3B Exercise Class - Thursdays	21	17	19	14	16	Average attendance
Pickleball - Mondays	-	-	-	-	-	Attendance
Guided Reiki / Meditation Series	7	-	-	-	-	Attendance
Outdoor Adventure Walking Group	-	-	-	-	-	Attendance
Eat the Rainbow Nutrition Talk	-	-	-	-	-	Attendance
Winter Sand Pail Delivery	-	-	-	27	-	Delivered
Zoom Watch Party - Scams - Library	0	1				Attendance
Harvey Leonard @Nbpt. COA	24					Attendance
Cornhole Games	1.5					Average attendance
Cribbage Games	4					Average attendance
Games & Puzzles with Pentucket	0	2	1	2	1	Attendance
NEET Rides - round trip	8	4	5	2	1	Total rides for month
MeVa Rides - one way			27	41	39	Total rides for month
Foot Care	21	21	20	-	12	Total clients served
Senior Tax Work-Off Program FY23	20 applications / 15 currently working					FY22 - 4 volunteers

* Yoga on hold from 1/13 until 3/3/2023

	Oct 22	Sept 22	Aug 22	July 22	
Meals on Wheels - West Newbury	126	127	86	61	Total meals
Meals on Wheels - Groveland	372	353	391	365	Total meals
Congregate Lunch (in-person)	14	20	39	47	Total meals
Sunray Café Lunch Delivery	-	-	28 / 1	25 / 1	Total meals/# offered
Sunray Café In-Person Lunch	11	5	-	-	Attendance
Lunch & Learn Speaker Series	18	-	-	-	Attendance
Dinner - themed dinners	cancelled	16	-	-	Attendance
Birthday Party Luncheon	-	-	3	5	Attendance
Special Town Meeting Q&A	6	-	-	-	Attendance
Food Pantry - Food Out	648	578	279	295	Food weight
Food In	1,031	602	304	309	Food weight
Residents served	22	22	21	19	
Volunteers / Hours	5 / 21	4 / 13	4 / 9	6 / 12.5	
Yoga Class *	9	10	10	11	Average attendance
3B Exercise Class - Mondays	13	12	13	11	Average attendance
3B Exercise Class - Thursdays	18	14	14	12	Average attendance
Pickleball - Mondays	-	15	-	-	Attendance
Guided Reiki / Meditation Series	5	-	-	-	Attendance
Outdoor Adventure Walking Group	3	2	-	-	Attendance
Eat the Rainbow Nutrition Talk	9	-	-	-	Attendance
Winter Sand Pail Delivery	-	-	-	-	Delivered
Zoom Watch Party - Scams - Library					Attendance
Harvey Leonard @Nbpt. COA					Attendance
Cornhole Games					Average attendance
Cribbage Games					Average attendance
Games & Puzzles with Pentucket	-	-	-	-	Attendance
NEET Rides - round trip	2	3	3	7	Total rides for month
MeVa Rides - one way	43	52	35	26	Total rides for month
Foot Care	23	22	23	21	Total clients served
Senior Tax Work-Off Program FY23					FY22 - 4 volunteers



SAGE CENTER

social | activities | growth | education

SAGE Center Day Trips

Clue on Stage

at Stoneham Theatre / Greater
Boston Stage Company

Wednesday, June 14



- Lunch at 11:30 at the SAGE Center
- Bus transportation leaves SAGE at 12:45 pm
- Show starts at 2 pm
- Bus returns to West Newbury by approximately 5 pm

RSVP by May 15 to 978-363-1104 or coa@wnewbury.org

Cost: \$65 per person



North Shore Music Theatre
Wednesday, August 16



Harbor Cruise / Tour
Wednesday, Sept. 20