

WCOA | MINUTES

accepted
as amended
1/8/2020

Meeting date | time 11/19/2019 | 8:00 a.m. | Meeting location Whately Town Hall

Meeting called by

Type of meeting Std monthly mtg

Facilitator Ruth Leahey

Note taker Denise Govoni

Timekeeper n/a

Attendees

Ruth Leahey (WCOA & Tri-town Council Chair);
Nancy Maynard (WCOA & Valley Neighbors); Lois
Hunt (WCOA); Denise Govoni (WCOA); Bill Orloski

Quorum met.

AGENDA TOPICS

Introductions

Nancy, Lois & Denise are all new members of the WCOA having been recently sworn in.

Brief introductions including background. Nancy has prior exposure to the needs of local seniors through Valley Neighbors as well as other prior exposure. Neither Lois nor Denise have worked or volunteered in this capacity. Bill (who decided during the meeting to join the committee, with the understanding that his spouse's needs are his priority) has been part of prior meetings and has a wealth of knowledge in this capacity.

To allow for greater attendance by other WCOA members as well as Selectman Jonathan Edwards it was proposed and accepted that the monthly WCOA meetings would be held the 2nd Wednesday of each month at 8:00 a.m.

For ease of access to the building, to eliminate the need to head another facility, and to allow for access to copy machine, etc. it was proposed and accepted to meet at the new Whately Town Office Building located at 4 Sandy Ln.

Having a regularly scheduled meeting date/time/location will also allow for greater attendance by the greater community. This will also create greater ease in ensuring we meet the 48 hour advance notice meeting posting requirements.

Review the purpose of the COA

In summary, the purpose is to provide advice to our representative Selectman Edwards, regarding the needs of the senior population in Whately.

It was suggested the WCOA outline a mission statement separate from the Senior Center as the committee's responsibility for advising reaches beyond that of the senior center.

Review the Tri-town Council Working Group – Prep for 11/20/2019 meeting

Ruth has a working spreadsheet with various issues (attached). We discussed the issues at a high level and reviewed the recommendation to log/track these items for both decision making and record keeping.

Walked through the Whately census information and the need for more accurate information.

Discussed the possibility of adding a questionnaire in with the census mailing and the need for responses to be kept confidential.

Also discussed joining forces with Valley Neighbors on a joint questionnaire to leverage information without an additional mailing.

Lois and Nancy both said they have access to other town questionnaires and would bring these to the next meeting.

Ruth provided a list of questions from the 2015 questionnaire (attached).

Question as to why there isn't greater exposure via various advertising vehicles such as church bulletin, the Scoop, etc. Was there a conscious decision to not have greater exposure or is this something that is being worked on? Or needs to be evaluated?

If there is more advertising done, what additional capacity does the Sr. Center have?

Is there a current list of all resources available so everyone is providing consistent information?

Volunteers for Chair and Secretary

Denise volunteered and was unanimously voted in as secretary.

A chair is still needed and will be discussed at the next meeting.

Lois unanimously voted in to be the liaison to Jonathan Edwards in the event he cannot attend a WCOA meeting.

Additional Business

Valley Neighbors goal is a go live date of April 2020.

There was a question raised as to why Sunderland was not included in VN's since they are part of the Tri-town. Per Nancy there is some discussion being had but capacity right now may only meet what is currently outlined. Someone also previously asked about Conway as well.

To allow for each person to have a voice, we will open each monthly meeting by asking each member what they hope to accomplish during that month's meeting. We ask this be kept to 1 min or less.

There is concern that the WCOA is underrepresented at the Tri-town Council meetings. There will be a greater discussion when more members and the Selectman is in attendance.

Action items	Person responsible	Deadline
Notify Lynn re: publish monthly meeting information	Ruth	12/06/2019
Discuss current advertising process and vehicles as well as future needs and additional exposure opportunities	TBD	TBD
Tri-town Council information to Jonathan Edwards	Ruth	11/20/2019
Open monthly meeting w/each person stating in 1 min or less what they hope to get out of the meeting that day.	Members (Chair / Secretary)	Ongoing
Obtain a list of resources available at the Sr. Ctr	TBD	TBD
More in-depth discussion will be had re: purpose, mission,	Members	Ongoing

Action items

Person responsible Deadline

next steps for the WCOA

Minutes respectfully submitted by Denise Govoni, 12/1/2019

disperse/mail/deliver. ?can we make post cards with our mission statement and information to be use as hand outs with questionnaires? ?Good location: transfer station, town office(need plastic container) 2 questionnaires attached.

Next Meeting Date:

Adjorned:

Meetings written by: