



## **Meeting Minutes**

September 19, 2022

### **I. Attendees**

Barbara Barra, Ken Kreiling, Justin Blackman, Maureen White, Ron Gulyas, Lindey Bolger, Roger Tubby

### **II. Call To Order**

The WASCA Board of Directors meeting was called to order at 18:03 September 19, 2022 by Justin Blackman, Chair. This meeting was held via Zoom.

### **III. Quorum**

Currently the board has seven (7) members and therefore needs four (4) for a quorum. At this meeting there were seven (7) members present and a quorum was reached.

### **IV. Last Month's Minutes**

- Audit every 3 years – changed in minutes.
- August 15 minutes were approved unanimously.

### **V. Treasurer's Report (Maureen)**

- Some of the town payments have been posted
- Questions:
  - o VCIL – Vermont Center for Independent Living
  - o OAA – Older Americans Act
- Working on budget
- Still haven't received notice from IRS on past due. Probably written off.
- Unanimously approved

### **VI. Director's Report**

- a) Currently no director

### **VII. Agenda**

- a) **Splitting tasks for director responsibilities**
  - Spreadsheet from Maureen
    - o Financial Reporting, CVCOA, 990 prep, budget
    - o ServTracker
    - o VASCAMP attendance - recordings
    - o Fundraising
      - Book For Non-Profits –from library to Lindsey
    - o Town Meetings



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- Volunteers – need board member (Roger); manual
- LB: Ideas flow freely; implementation/execution are more difficult
- MW: Targeted fundraising vs. mass mailings
  - KK: get list of individuals so we can
- RT: get list of action items
- JB:: need more timely minutes
- Theresa Woods suggestions
  - Revitalizing Waterbury
  - LB: make annual appeal more appealing – better timing
    - Thanksgiving and/or Mother's Day
  - School postings?
- Need more board members
  - Roundabout – job search form 50/month
  - FPF – all six town – or target 3 towns
  - Keep job searches separate from board members
  - KK: get list of former board members to ask – RT: Amanda Lamb
  - RT: Ask ~~for~~ volunteers to join board
  - RT: Spend money with RoundAbout,
- Volunteer appreciation event
  - Thank volunteers, ask if they'd like to join board
  - Date? Spouses? Super simple. Board sponsored. Hors-d'oeuvres or meal? **Finger foods**
    - Timing? 5-7 hard to get people back to Center?
    - 1PM: ? Tuesday/Thursday
    - Certificates? 20-40\$ to local restaurant?
    - Drivers share stories
    - **25<sup>th</sup> October 13:00 – Tuesday**
    - Send out an email ask: **JB**
- BB: Cooks position – *Executive Session*
- RG: using Center for Thanksgiving meal
  - 18<sup>th</sup> year for SC and community
    - Albert Caron
    - All food donated
  - 60 seniors / 60 volunteers initially
  - Reservations only; no director – Marge&Ron will do
- Annual meeting date
  - Nov 9, Wednesday 19:00 – Zoom
    - Live at Senior Center after
- Next meeting Oct. 17<sup>th</sup> 18:00
- BB: Suggest congregate meals every 5 days



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- Need approval by Donna, volunteers/coordinate
- Update website – remove “Pause”
- Center closed on October 10 – no cook/volunteers
- MW: Emergency Readiness Plan needs updating
- 19:09 PM meeting adjourned.