



Meeting Minutes

December 19, 2022

I. Attendees

Barbara Barra, Justin Blackman, Maureen White, Roger Tubby, Lindsey Bolger, Ken Kreiling

II. Call To Order

The WASCA Board of Directors meeting was called to order at 18:04 December 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 six (6) members present and a quorum was reached.

IV. Last Month's Minutes

- The prior month's minutes were approved unanimously.

V. Treasurer's Report

- Budget presented by Maureen and went over the line items
- The budget was unanimously approved

VI. Other Discussions

- Ken asked about the volunteer manual – who should potential volunteers contact?
 - o Who keeps track of volunteer hours? Drivers, Donna does kitchen, help
 - o Lindsey says that we may need to attract additional volunteers – add to end of meeting;
 - There used to be a form from the WASCA to fill out
 - Roger to check into requirements for new volunteers; criminal background check, etc.
 - o CVCOA has updated driver requirements
 - o Ken, Barbara, and Roger to meet to discuss – Action Items (RT)

VII. Director's Report

- There is currently no director

VIII. Committee Reports

- Fundraising
 - o Baked goods – felt like there was good response
 - o Possible Mother's Day campaign
 - Brunch, "high tea"



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- Good post on FPF; do we need something in FPF on Annual Appeal; may need to come from Center to reach non-Waterbury subscribers
- Vaccination Clinic and Winterfest food sale worked well together
- The “Friday Do Not Deliver” decision appeared to be made well; some problems with deliveries – may need more notes, etc. Additional lead time would be desirable.
- Town Liaison – Justin in charge
 - Justin and Maureen met with new Waterbury manager.
 - Bolton asked for request letter. Need to coordinate getting letters out to other towns.
- HR
 - Barbara recommends we delay search for Director at this point
- Facilities
 - Freezer update – look for grants/community donations after fundraising period.
- Volunteer items
 - Appreciation events discussed
 - In the past, there has been barbeque for seniors and volunteers
 - Thank you card – around 30 cards – send out in January
 - Also do a “Thank You To Our Volunteers” posting on FPF

IX. Adjournment

- Meeting adjourned at 19:00.
- Next meeting: Monday, Jan. 16th at 18:00 via Zoom