

**COHASSET ELDER AFFAIRS
BOARD OF DIRECTORS MEETING**

Willcutt Commons
91 Sohier Street
Cohasset, MA 02025

May 8, 2023

MINUTES

In Attendance: Tana Carlson, Rich Hynes, Diana Karcher, Beth Tarpey

In Attendance on Zoom: Elaine Coyne, Paul Kierce

Not in Attendance: Elinore Barrett, Jim Carpenter, Sarah Livermore, Jim Murphy, Sue Reagan

Also Attending: Nancy Lafauce

Tana Carlson, Chairperson called the meeting to order at 9:07 a.m. Rich Hynes took the notes for this meeting.

April minutes approved

Treasurer's Report

Town Appropriation - CEA General Fund account:

Our total General Fund expense for the month of April was \$27,618 which is consistent with our year-to-date average monthly General Fund expense.

YTD expenditures for the 10-month period total \$272,916, approximately 78% of our FY' 23 annual budget of \$348,678.

Grants: ARPA Food Insecurity Grant and State Formula Grant

There was no additional grant revenue in April. All expected FY 2023 grant Revenue was received as of December 31.

April Grant Expense totaled \$2,346, representing primarily Nettie's payroll.

Our total Grant Fund balance is \$32,930. The Formula fund balance is \$25,699 and the ARPA fund balance is \$7,231.

We expect to make a non-cash accounting adjustment to the ARPA fund balance due to accounting changes made by ARPA in 2023 from accrual basis to cash basis.

Revolving Fund:

On April 30, year to date Revolving Fund receipts exceed expenses by \$2,963; the Revolving Fund balance is \$20,031. The fund balance includes pre 2022 carry over balances developed during the beginning years of operation the fund.

Gift Accounts:

April gift receipts represent small individual donations for transportation and unrestricted donations. April Gift expenses of \$2,492 include \$2,104 for social worker payroll.

Our total Gift fund balance on April 30 was \$61,747. Our unrestricted gift fund balance is \$33,459.

Town Capital Project for CEA Van replacement:

\$66,000 was recorded July 1, 2022 to reflect the van replacement budget, approved at town meeting in May 2022.

Treasurer's report accepted.

Budget/Financials: Revolving Account up.

A new grant proposed by Sen. O'Connor's office. Nancy has contacted State House twice with no response. Will keep the board updated. Financial report approved.

Director's report:

Formula Grant for part-time Kitchen coordinator position, Nancy working on it with Meaghan and Chris Senior for approval.

A replacement for the Services Assistant position is needed. Please pass the word along as we need candidates.

CEA compost collections underway, via CHS.

Cohasset Connects in Beta test at CEA QPR (Question, Persuade, Respond) CEA Staff attended workshop by Plymouth Suicide Prevention.

May 23rd Community Dinner expected to be staffed by board and other volunteers.

Rich Hynes advised Valor Act approved by Town Meeting. Planning underway for Veteran applications for volunteers for Town work. Minimum wage rate to be applied to hours with a max Real Estate Tax work-off up to \$1,500 yearly.

Tana advised we have one seat open for non-voting BOD. All BOD 3-year terms, renewal dates unknown. Tana to check w Town Hall and notify. Rich may have a candidate.

1st. Nomination Round for CEA BOD chair, Tana advised she will not seek another term.

Rich Hynes was nominated and accepted.

2nd Nomination and Election at June meeting.

Voted to Adjourn at 10:20 a.m.

Next meeting at 9:00 a.m. – June 12, 2023

Minutes taken and submitted by,
Rich Hynes