

2023 JAN -5 A 9:59

**BEVERLY COUNCIL ON AGING
BOARD OF DIRECTORS MEETING**

Tuesday, January 10, 2023
2:30p.m.

AGENDA

1. Welcome- Blair Smith, Chair
2. Secretary's Report – of 12/06/22 by Rich Tabbut, Secretary
3. Director's Report - MaryAnn Holak, Director
4. Committee Reports

Grant Committee

Awards Committee

5. Unfinished business
 - COVID Updates and Responses
 - ARPA Funds request update
 - BMEA/City Job Description Classification Study update
 - Policy on what to post on the community bulletin board – tabled from last meeting.
 - Transition planning; Director Search underway
6. New Business
 - Interim transition plan for COA Board
7. Announcements
8. Adjournment

Next Meeting: Tuesday, February 7, 2023
2:30pm

**Council on Aging Board of Directors
Tuesday, January 10, 2023
2:30p.m.**

CITY OF BEVERLY
RECEIVED AND RECORDED
CITY CLERK'S OFFICE

2023 JAN -5 A 10:00

DIRECTOR'S REPORT

Building Concerns and Usage

Part-time custodian is covering extra hours in Building Manager's absence
Appropriate Public Services staff have been notified of Building Manger's leave
Need to make sure snow removal and de-icing is arranged for
Snow day policy per Mayor Cahill
Vehicle # 9 is the oldest bus and a decision to replace it and find funding for a replacement will need to be made.

Administration and Finances

YTD Budget reports

Programs and Events

Breakfast Club Update
Holiday events were well attended and enjoyed by all
2023 activities will include some local day trips by our own buses
Activities Coordinator looking into casino trips
Trialing the R&R Big band return once a month
Activities survey results from November 2022 newsletter

Meetings/Activities/Clients/Clients of Concern

Holiday Outreach report of those helped
Holiday Outreach
Fire victims

Personnel Updates

Leave of absences etc.