

DRAFT

Montpelier Senior Activity Center (MSAC)

Advisory Council (AC) Meeting Minutes

On-line zoom session; Monday, November 16, 2020, 1:30 - 3:00 pm

Call to Order

Members attending were Bob Barrett, Mary Alice Bisbee, Renea Bordeau, Mary Carlson, Barbara Dall, Bill Doelger, Dianne Maccario, Robert Youngberg. Not attending were Laura Morse and Suzi Swanson. The quorum requirement (6) was met.

Others present: MSAC Director Janna Clar and Assistant City Manager Cameron Niedermayer

Action on AC Meeting Minutes:

The AC voted to accept draft 1 of the October 26, 2020 meeting minutes as presented.

Status of the center with current new COVID outbreak.

In-person activities at MSAC are cancelled for now, with the exception of FEAST. (Sarah will continue to do morning hours on site.)

The center is waiting for new guidelines from DAIL. (Note: Janna received these guidelines on Nov. 16 and sent them to members, which included closure of senior centers to group programs through at least Dec. 15, but allowances for one-on-one services like Foot care clinics.)

Staff is working remotely as much as possible and computers are being made available for staff where necessary. The office will be staffed by Norma for two short days per week; Harry will do 3 longer days.

FEAST TO GO will continue to be distributed outside until weather makes it too difficult, at which time one person at a time will be allowed to enter the center.(Note, within days after the meeting, this plan changed to curbside To-go service planning when weather shifts.)

The program for the Winter quarter will be publicized as planned, with a clear warning that the status of on-site courses and drop-in's is subject to change. For Winter, four in-person classes are planned, including a yoga class with Barb Alpert. Zoom courses will not have significant changes.

Status of Proposed Membership Renewals & Fundraising Plan (11/12 email/survey)

Janna noted that only a few AC members completed the survey she sent regarding plans for membership renewals and fundraising. She is resending the link to the survey and urged members to complete it, as it is only 3 questions and this is an important topic. She summarized the plan outlined in her memo to us.

Membership dues payment is optional for this year ~~and next~~. There will be an ask for this as part of the fund-raising plan. Although some people might balk at being contacted a number of times, the plan reminds people of the need and allows a number of ways to contribute.

Two items related to fund-raising:

Becca and Sarah applied for some grant money for making a video that promotes FEAST.

Janna reported a grant of \$25,500 from the federal COVID funds distributed by the state and CVCOA for support of the FEAST program – the legislature allocated \$600K to all the senior meal sites together in late August and we are finally expecting a check this week.

FY21 and FY22 Budgeting update

With decreased revenue and the situation changing constantly, forecasting revenue and expenses is challenging. We know that revenue has dropped and staff are considering a few strategies that might help deal with shortfalls in the next budget year, too. These included reducing per meal and program costs, balancing the costs of some of the condo/facility maintenance services, planning fewer trips and off-site programs that incur rental costs, reducing supplies, and many other areas.

We are lowering the expectation for what towns will give us at Town Meeting.

We would like to invest in better computer equipment for future on-site streaming, and better Wifi. CVCOA has hired someone who is focused on plans for regional and statewide efforts to train people with technology and build resources.

For the budget “congress” coming up for city departments, Janna has prepared two sets of cuts: moderate and drastic. A small city leadership group is drafting a starting point that has a significant “chop” and city department heads will collectively determine how to reduce city spending next year by up to \$1.8 million if no federal COVID funds come through for cities and other revenues are down as now projected.

Paid Instructors: Janna asked our opinion about whether—as a temporary measure during budget crisis year-- we should be reducing or eliminating classes where an instructor is being paid. She will provide us with more details about what this would

save. Two thirds or more of instructors are paid, in an average quarter. If we cut this group, many of our yoga and Pilates classes would be eliminated. Generally, we recognized that this will be difficult because it raises issues of fairness and equity and might also affect the richness of our programming. This is not a change being considered for this winter, but for summer or next year. No decisions have been made, but it was an idea floated in Finance Committee.

Committee Reports as available & Wellness Calls Training Report

Programming Committee. Zoom classes seem to be working well. 29 classes offered in fall; 5 classes were canceled. People will pay when they register this time, because this quarter's policy of paying later created a lot of administrative work.

There is some multigenerational programming being developed by the Parks & Rec. Divisions. The art show in the Community Room will be online. Janna invited people to let her know about any interesting programs, outside of the center, which might be of interest to our members. Examples of what we promote: North Branch, OLLI, Humanities Council, Library, etc. Barbara Dall reported on the book group she'll lead online starting in January. Reader's Choice and Qigong with Nancy will return as drop-ins, too.

Finance Committee –Janna will let us know when the next meeting of this group is scheduled, in case we want to attend to learn more about latest budget developments.

Fundraising Committee: Becca has been trying to schedule a committee meeting; Janna asked us to volunteer or suggest other members who might be interested in this group.

Member Wellness Calls Project: 14 people (many from National Life; a few from the Advisory Council) were trained in the past week to make these wellness calls. Initially, volunteers will each make 15 calls. They will get their packets and list of names once their background checks are completed. Janna reminded members that they can still volunteer for this project, which was originally initiated by the AC.

Next Advisory Council Meeting:

Monday, January 11, 2021 by Zoom (1:30 – 3:00 pm) unless Janna determines there is a reason for us to meet in December.

Agenda items will include: Phone survey update, Winter Program and Registration update; budget update, Fund-raising and Finance Committee reports.

Respectfully submitted: Dianne Maccario