

North Brookfield Council on Aging  
Meeting Minutes  
January 8, 2024  
North Brookfield Senior Center, 29 Forest St., North Brookfield, MA

Present: Judy Manning, Florine Martel, Mary Waytina, Kate Norrie, Dottie Revene  
Absent: Tara Hayes  
Also Present: Michelle Thayer, Director; Courtenay Rivera, Program and Outreach

Meeting was opened at 2:06 by Judy Manning, Chair

Signing of warrants

Review of December minutes. Motion made to accept December minutes. Judy Manning moved and Florine Martel seconded. Motion carries.

Director's Report:

Michelle was out of the office for a week due to personal reasons that took her out of state. Courtenay filled in during her absence. Going forward, Michelle will be training Courtenay more on her duties as she has personal issues that will be keeping her away from the center over the next few months. Payroll will reflect her reduction in hours.

No Friends meeting was held, but the Soup or Bowl fundraiser put on by the Friends is struggling to be put together. Michelle working on delineating with Friends the events that Friends are running themselves as fundraisers for the Senior Center versus the non-fundraising events the Senior Center staff and volunteers are holding for the patrons.

The Chinese dinner held in December went very well.

Program and Outreach report:

No December Outreach report.

Upcoming events:

Weekly meals to start in January.

January 15 -Cornhole

January 16 – Oatmeal bar

January 22 – Mini golf and movie

January 29 -Music bingo

Valentines lunch to be planned

March 14 – Chair dance

May 1 – Greendale Friends Retiree Chorus

Many people coming in to get help with SNAP, fuel assistance and housing applications. Courtenay spends about an hour with each individual helping them to get their paperwork in order.

The bread distribution procedure will be changing. Looking to start a new program in February bringing bagged lunches to Herard Lane Estates (271 Main).

New Business:

Three individuals are completing paperwork with the town to be med drivers for the Senior Center.

Old Business:

Roof contractor requested additional time to complete the roof as they are waiting on gutters to come in. A leak was detected and the contracting company was on site within hours to repair the leak. Courtenay's computer now has the software that was needed to run correctly. It was a one-time purchase through CM Geeks. The software has a forever license so there will not be a yearly fee.

Motion to adjourn at 3:04. Kate Norrie moved and Mary Waytina seconded. Motion carries

Next meeting to be held on 2/12/24.

Respectfully Submitted,  
Kate Norrie