

Montpelier Senior Activity Center (MSAC)
Advisory Council Meeting Minutes (Draft 1a)

Hybrid In-Person and Zoom Session: Tuesday, September 14, 2021 (1:00 - 3:00 pm)

Advisory Council (AC) members attending were Mary Carlson, Mariah Lane, Dianne Maccario, Laura Morse, Jean Olson, and Rick Winston. AC members not attending were Renea Bordeau, Barbara Dall, and Suzi Swanson. The quorum requirement (5) was met.

Also attending were MSAC Director Sarah Lipton and new Americorps staffer Maddie Sholar

Acronyms Used: CVCOA (Central VT Council on Aging), CSD (Montpelier Community Services Department, comprising the MSAC, Parks & Trees, and Recreation divisions)

Action on AC Meeting Minutes

The AC voted to accept the Draft 1 minutes of the August 25, 2021 meeting as presented.

Announcements & Discussions

- Collaboration between AC and MSAC Director: Sarah asked AC members to share their perceptions of the role and scope of duties of AC members and how she, as Director, should engage with the AC. Responses raised varied points, including: deliberations need to reflect the concerns of MSAC supporting town residents as well as City residents; overloading the AC job description may discourage people from taking part in the AC; many potential members are not MSAC members but MSAC should avoid promoting offerings beyond its logistical or administrative capacity to provide the services; and the AC serves as a "think tank" to advise the director on operational matters being considered. Sarah will revive the process of giving AC members written Director's Notes in advance of AC meetings to provide available updates and clarify matters on the agenda if needed. She reported that the City Council expects MSAC to restart the process of seeking national accreditation and to develop a strategic plan. Mary will email Sarah the Goals, Objectives and Action Steps Plan (GASP) that the AC had created for its accreditation application proposal.
- Director Updates: Sarah introduced Maddie Sholar, who just filled the Americorps position as MSAC Aging In Place Coordinator, replacing Andrew Gribbin, who now works for CVCOA. Maddie will divide her time between the FEAST and MSAC At Home programs. MSAC is partnering with CVCOA and Technology For Tomorrow to deliver the type of computer/technical skills assistance Andrew had provided. MSAC got 15 applications for the FEAST program manager position, a roster whittled down to a handful of finalists being considered. Renea and Suzi helped interview candidates for that position, which requires strong computer and volunteer management skills as well as a "passion" for kitchen work. MSAC is also recruiting applicants for its new Kitchen Manager position. The MSAC kitchen needs refurbishing and lacks equipment it had when Good Taste Catering was preparing the meals. MSAC is seeking a \$20,000 Vermont Foodbank grant to refurbish the kitchen. Sarah is working with Janna to revamp the MSAC newsletter. She reported that facility upgrades include installation of two water fountains and a webcam device to serve hybrid classes upstairs.
- Other: Jean asked if the lottery system used to decide who may participate in a high-demand but limited-enrollment MSAC class open to the public gives MSAC members priority over non-members; with no ready answer, the question was referred to the Program Committee.

The AC briefly discussed Bill McKibben's interest in virtually meeting with groups of seniors to present his vision for efforts involving people over 60 in building a more sustainable environment. While no opposition to this type of presentation was voiced, no decision was made to invite McKibben to speak to an MSAC gathering yet since his vision is still being formulated and could entail a significant commitment of time and resources in a period when MSAC already has a full plate. No further suggestions were made to move this forward at this time.

- **AC Vacancy:** Dianne reported that she got no response from Amy Handy, who last spring was interested in serving on the AC, after speaking with Amy on the phone and informing her about the meeting dates. The Governance only obliges MSAC to actively recruit new AC members if the AC has fewer than nine members. MSAC newsletters should continue to list current AC members, note if any vacancies exist (two currently), and invite MSAC members to contact the Center or an AC member if they may be interested in serving on the AC.

Next Advisory Council Meeting

Tuesday, October 12, 2021. The agenda tentatively will include:

- Action on September 14 minutes
- Director's updates/notes
- AC vacancy recruitment and/or nomination
- Frequency of AC meetings
- Strategic planning and accreditation
- Fundraising
- Recreation Division update (Arne McMullen, division director)
- Fall class registration update (in-person and hybrid)
- Potential agenda items for November meeting

Respectfully submitted: *Mary Carlson, scribe du jour*