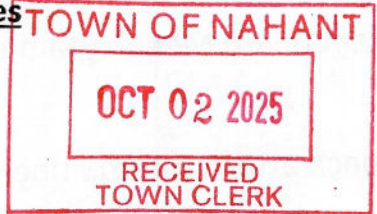


September 3, 2025



The Nahant Council on Aging was called to order at 10:15 AM by Chairperson Donna Steinberg.

Present were: Farris Van Meter, Lollie Ennis, Sheila Hambleton, Emily Potts.

Absent with Notice: Carol Sanphy, Angela Bonin, Roz Puleo and Linda Jenkins

**Action Items**

**Separate event and regular day attendance numbers**

Will separate out attendance numbers for events vs. regular lunch days for future reporting.

**Board members to bring improvement ideas**

All board members to bring one idea for program improvement to the next meeting

**Overview Highlights**

**Secretary and Treasurer" reports** approved, Including FY 26 budget and \$ 61,225.75 operating budget as of 8/22/2025.

**Lunch program attendance is down;** discussion on separating event vs regular day numbers

**Safety and liability concerns** raised regarding caring for elderly participants

**\$ 50,000 in funding for kitchen** upgrade remains unused; need to prioritize kitchen improvements.

**Ideas for program growth:** new events, outreach and possible Sunday dinners or fundraisers.

**Approval of Minutes for Secretary ( Acting) and Treasurer's Reports**

Secretary's report presented from last meeting.

Motion to accept minutes made by Sheila Hambleton and seconded by Lollie Ennis

Minutes unanimously approved.

**Treasurer's report presented by Sheila Hambleton,**

FY26 Operating budget presented in Treasurer's report

Remaining balance as of 8/22/2025 was \$ 61,225.75

Year-to-date budget report accepted by motion from Farris Van Meter and seconded by Lollie Ennis

**Director's Report** : Lunch Program, Attendance, and Challenges .

Lunch attendance numbers decrease YTD; event (Holiday parties) temporarily increase attendance.

Attendance loss attributed to participant death, relocation, or need for higher care.

Current staffing and volunteer not equipped for high dependency care at times.

Plans to track daily attendance and separate regul. r lunch from event attendance

**Kitchen Upgrade, Use of Funds, and Program Priorities.**

\$ 50,000 CPC funds remain available for kitchen improvement.

Need to prioritize improvements (e.g. safety, vents) without full renovation

Decision on kitchen investment linked to possible future relocation ( or lack thereof) and new administrator .

**Future Planning and Program Growth.**

Program includes daily meal service for 10-14 people and multiple activities

Encouraged participants to suggest ideas for program improvement and future needs

Various field trips occur monthly which contributes to high participation

**Priority identified:** acquire a new van for improved transportation .Suggested adding a monthly Sunday diner to increase engagement .

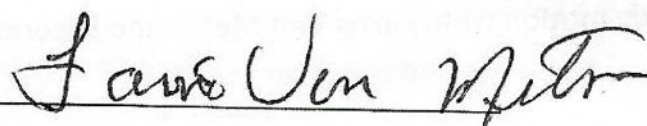
**Meeting Adjourned**

Meeting adjourned at 11:05 AM

Next meeting date October 1, 2025

Respectfully submitted Mary Miner ( Acting ) Secretary

Minutes approved by



10/1/25