

## **Minutes of COA Board Meeting Tuesday, June 10, 2025 – Via Zoom**

**Board Members Present:** Harriet Ahouse, Mary DeCoursey, Pearl Hines, Debra Mandel, Lily Owyang, Eva Paddock, Beverly Sealey, Joumathe Theodore

**Board Members Absent:**

**Staff Present:** Alicia Johnson, Vincent McCarthy and Susan Pacheco

**Call to Order** – Meeting called to order at 9:34 a.m.

**Review/Acceptance of minutes:** May 2025 meeting minutes were approved. Motion made by Deb and seconded by Pearl. All in favor.

### **Executive Director – Susan Pacheco**

ED updated Board on happenings.

~Department has undergone an IT upgrade ~ OneDrive Migration.

~Staff are participating in Job Assessment Tool. Each staff member can view their current job description and comment, edit, etc. This is part of City's long term compensation study.

~Spanish classes will be offered at both of our Centers through December.

~Music Jam Sessions with Bobby Tynes will resume in August through December.

~NCSC Director job description and will be posted once completed.

~We continue to be "on watch" regarding Federal cuts and potential impacts to programming and services.

### **Cambridge Senior Center – Alicia Johnson**

Alicia updated new policy regarding lunch/meal reservations. New policy started 6 weeks ago. There have been positive outcomes, such as less crowding in waiting line and there is less waste of food. Due to meals reservations, Food Services Team does not need to "guesstimate" how many meals will be needed. However, we are experiencing "no shows" from the reservation list. There are approximately 15 "no shows" per day. Staff will continue to monitor.

Reservations can be made up to 1 week in advance. Some adjustments can be made to the quantity of food, but only on the day are meals cooked onsite. It cannot be done with food delivered, as that would require more than 24-hour notice. Staff will continue to monitor and adjust policy as needed.

*Alicia exited, to attend Juneteenth programming at the Center.*

**North Cambridge Senior Center** – *No report, as Director position is vacant. Updates are reported through ED's report.*

### **Client Services – Vincent McCarthy**

~Elder Law presentation scheduled for June 25<sup>th</sup>.

~Programming scheduled to celebrate Pride month on June 24th. Movie discussion will be a double-feature ~ this is in collaboration with the LGBTQ+ Commission.

~Meditation and Mandala grows in participation.

~Men's Group hosted Somerville Cambridge Elder Services' Kristen Bell and did Music Trivia.

**Old Business:** None

**New Business:** In closing, members shared summer plans. Have a wonderful summer!

The meeting was adjourned at 10:25 a.m.

Next meeting: Tuesday, September 9, 2025 @ 9:30 a.m.

Minutes respectfully submitted by  
Susan Pacheco