

**Wellesley Council on Aging Minutes  
Special Board Meeting of April 26, 2022  
Wellesley Free Library, Room 102**

**Members Present:** Marlene Allen, Chair; Tony Parker, Vice Chair; Susan Rosefsky, Secretary; Tory DeFazio; Lori Ferrante; Bob Ferrell; Dianne Sullivan; Kathy Trumbull (joined at 5:45 pm); Kathleen Vogel; and Tina Wang

**Members Absent:** None

**I. Call to Order**

The meeting was called to order at 5:00 pm by Marlene Allen, Chair.

Agenda items were taken out of order.

**II. Newport Flower Show**

Due to a communication error leading to high demand, the possibility of adding a second bus was discussed, along with potential funding options. The subsidy to offer the trip (one bus) at just \$25 was covered by a generous offer from the FWCOA along with some funds from the COA operating budget. It was decided to add a second bus at \$25.00 per Wellesley resident if there were a minimum of 25 passengers on the bus, with the subsidy paid with available EOEAs funds. The size of a subsidy and registration process for future events needs to be more thoroughly considered to avoid this type of situation in the future.

**A motion was made by Tony Parker and seconded by Lori Ferrante to approve the subsidized trip on a second bus. In a vote by all members present, the motion was passed 6-3. Dr. Ferrell, Ms. Sullivan, and Ms. Vogel voted against the motion. (Kathy Trumbull was not yet present.)**

**III. Assistant Director Status**

After discussion of the role, status and position that will be Mr. Wilson's after the Director leaves, it was discussed requesting naming Greg Wilson as Interim Director until such time as he returns to his Assistant Director role.

**A motion was made by Kathleen Vogel and seconded by Susan Rosefsky to accept the position move from Assistant Director to Interim Director for Greg Wilson. The motion passed unanimously 9-0.**

Ms. Allen also raised the option of requesting a Performance Recognition Reward for Mr. Wilson for his exemplary coverage of both positions during the recent director's 3-month maternity leave, and discussion followed. If granted by HR, this recognition is usually the equivalent of two week's pay.

**A motion was made by Bob Ferrell and seconded by Susan Rosefsky to request a Performance Recognition Reward for Greg for his excellent job performance while the Director was on maternity leave. The motion passed unanimously 9-0.**

#### **IV. Board leadership, nominating committee, and Board organizational review**

This included discussion of:

- Re-instituting a recruitment process/committee
- Social gathering of staff and Board
- Search process for a new Director to be processed through HR and posted when ready
- Possibility of hiring professional help for the search process
- Forming a governance committee
- Importance of involvement of all Board members

The decision was made to form a nominating committee.

**A motion was made by Kathleen Vogel and seconded by Tina Wang to appoint a Nominating Committee consisting of Tony Parker, Bob Ferrell, and Susan Rosefsky. The motion passed unanimously 10-0.**

Board members agreed to form a governance committee.

**A motion was made by Bob Ferrell and seconded by Lori Ferrante to appoint a Governance Committee consisting of Tony Parker, Kathleen Vogel, and potentially a member to be named in the future. The motion was passed unanimously 10-0.**

The Board discussed the wisdom of reviewing the Director's job description

**A motion was made by Bob Ferrell and seconded by Tina Wang to appoint a Working Group consisting of Dianne Sullivan, Kathleen Vogel, and Marlene Allen to review the job description of Director of the COA. The motion passed unanimously 10-0.**

#### **V. Wellesley Weekend Open House and Parade, May 21 and 22**

Ms. Allen will spearhead this planning for activities at the Open House, and Mr. Parker will follow up with planning for the Parade. Ms. Ferrante offered to help in advance. Ms. Vogel will seek clearance to drive the bus, and there will be follow up by other Board members.

#### **VI. Adjourn**

**A motion was made by Susan Rosefsky and seconded by Kathleen Vogel to adjourn the meeting. The motion passed unanimously 10-0. The meeting was adjourned at 7:00 PM.**

**Approved at the May 19, 2022 meeting.**