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**Charlotte Senior Center Friends  
Board Meeting Minutes  
Wednesday, November 12, 2025 – 1:00–2:26 p.m.**  
Location: Senior Center & Zoom

*Attendance:* Lane Morrison (Chair), Loretta McManus, Polly Price, Ron Ulmer, Susan Hyde, Brandon Tieso

*Staff present:* Lori York, Thyleen Tenney

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### **1. Call to Order & Minutes**

- Meeting called to order at 1:00 p.m.
  - Minutes of the September 24 regular meeting were approved as presented.
  - Annual meeting minutes will be approved at the next annual meeting.
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### **2. Parking & MOA**

- The proposal to acquire private land for additional parking was withdrawn due to community pushback.
  - An alternative is being explored for **angled parking** along the town-owned strip by the fire station; staff and board members will meet with the Town planner to assess feasibility and safety.
  - The **Memorandum of Agreement (MOA)** between the Town and the Center was approved by the Selectboard and sent to legal counsel but has not yet been returned in signed form. The MOA recognizes the operating board and confirms Friends' control over Friends' funds. Continued follow-up is needed.
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### **3. Budget & Finance**

- The recent Selectboard budget presentation, held via Zoom, proceeded smoothly and generated no objections.
  - A more detailed townwide budget review (including salary assumptions) is anticipated in several weeks.
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### **4. Holiday Schedule & Programs**

- **Thanksgiving:** Center will be open Wednesday; closed Thursday (holiday) and Friday (Town holiday). The building is rented on Thanksgiving Day.
  - **Winter holidays:** Center will close for Christmas Day and New Year's Day and shorten or close on Christmas Eve and New Year's Eve, remaining otherwise open subject to activity levels.
  - **Monday lunches:** Regular lunch will run the Monday before Christmas. The fifth Monday in December will not have a hot lunch; instead, the Center will offer baked goods and snacks that week.
  - **Decorations:** Existing tree and lights will be used, with possible new colored lights installed after Thanksgiving and run on timers during dark afternoon hours.
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## 5. Facilities & Maintenance

- The exterior shed is crowded with extra chairs, furniture, and gardening items. Some folding chairs may belong to the fire department; ownership will be confirmed. Usable items may be returned or donated; unusable items may be discarded using a borrowed dumpster.
  - Tree work and longer-term maintenance needs (roof, gutters, parking lot surface) were briefly discussed.
  - The Town Energy Committee is exploring solar and heat-pump projects for multiple Town buildings, potentially including the Center; no specific proposal has been brought forward.
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## 6. Policy & Outreach

- The lobby bulletin board has experienced oversized postings and political material. Staff drafted a posting policy; a board member prepared an alternative version treating the board as managing a **limited public forum** with clear size rules and content standards that avoid viewpoint discrimination. A revised draft will be brought back for approval and may be shared with the library, which is working on a similar policy.
  - A new bulletin board at the Charlotte Post Office highlights the Center as a community hub for adults 50+ and is intended to reach non-participants and taxpayers.
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## 7. Programs, Fundraising & Technology

- Recent visits from sixth-grade students were successful, with smaller groups over two days creating calmer, more conversational intergenerational exchanges.
- The hooked rug raffle continues through December 4; additional promotion is desired.

- A potter has offered bowls for a potential “Empty Bowls”-style fundraiser with the local food shelf. Due to planning needs and conflicts with an existing high school event, a fall date (e.g., October) is being explored.
  - An electrician will add a jack for a captioned telephone in December; a button-based model will be purchased.
  - MySeniorCenter is functioning well; the related MyActiveCenter portal and online credit-card payments are being studied, including fee handling and alignment with Town accounting and the Recreation Department’s system, before any public launch.
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**Adjournment:**

The meeting adjourned at 2:26 p.m.

Respectfully Submitted,

Brandon D. Tieso