Director's Report submitted by Karin Dynice-Swanfeldt March 2018

- The month of March I found myself returning to work **PART-TIME.** My staff has done an OUTSTANDING job keeping EVERYTHING running smoothly and on schedule. I could not ask for a better group to be my TEAM!!!!! My <u>second procedure will take place March 29th.</u> I hope to have the same success with the second TKR and follow the same work schedule as the first one!!! I plan to be out for 4 weeks! I will take the first week to recover and following that begin working at home a few hours and then return to the office a few hours every day until I am back to full time!!
- All monthly bills paid on time.
- All monthly reports written and submitted on time.
- All monthly meetings attended.(I DID not Attend due to Medical Level)
- Monthly newsletter written and out into the community before the new month begins. These are a very important part of the workings of this COA and people really depend on these for monthly information. New drop off locations have been added around town and new businesses have bought ads to help support the printing of this newsletter. Our new newsletter printer is wonderful!!! I am so excited this change has taken place. It is so much more professional and full of helpful ads.;-) This comes to us the COA at NO COST!
- My 2017 Town Annual Report was due to the Town Administrator April 16th. Ours was written and submitted before the due date!!
- Our AARP Tax program is in full swing and HUGELY SUCCESSFUL every Tuesday through April 15th. All appointments are booked and a wait list is in place!!
- Our home cooked meals returned in the month of February. Our 60+ers really love these creative meals which are served. We had over 35 folks enjoying the home cooked treats!!!
- We offer Saturday trips to Loaves and Fishes for our 60+ers. These are always full with a waiting list!!
- My staff and I are working to create new events, new activities and services as well as bringing back the favorites which everyone loves. We are very excited about our future here at The Ayer COA!!! With the change in our hours for Bingo and so many awesome new this being offer come February we are always seeing new faces walk through the door.
- We will be expanding our home cooked meals to EVERY Tuesday and Friday beginning April 1st. We are very excited to bring this new change to

- our Center and our clients. We will continue to offer MOC meal three days a week with the home cooked two days. Our meal program has doubled in size and we are hoping to continue to bring in new faces with the new choices of meals.
- This COA offers so much for so many. We may appear to be small but we are mighty in ALL WE DO!!!!! We try to offer all of our events, activities, and functions at NO COST or a very, very small change! We are very proud of this fact. Keep an eye on our monthly newsletter or better yet STOP BY and check us out!!!!!
- We are working to extend our business hours to help people with their needs. We are finding there is a growing need for longer hours in the afternoon for appointments. We try very hard to please everyone's needs here at The COA and with extended hours we would be able to offer this assistance. This will not cost the COA anymore money salary wise, it will be created by using the staff and myself and being creative with the hours we all work currently. This is exciting news for all involved in making this happen. Many new, fresh and exciting changes coming to the Ayer COA!!!!!! Along with many new faces finding their way to us!!!!!