

**Council on Aging**

**ORLEANS FACILITY CURRENT USAGE QUESTIONNAIRE**

**Facility:** Council on Aging

**Date:** 3/1/2022

**Interviewer:** Keith with Fritz

**Interviewee:** Judi Wilson

**Title:** COA Director

**Is your facility public or privately owned?** Public  Private

**How many people does your facility serve?** In 2019, 1,856 unduplicated individuals.

**Orleans COA Summary Statistics from 01/01/2019 to 12/31/2019**

<b>Activity Type</b>	<b>Duplicated</b>	<b>Unduplicated</b>
<b>Events</b>	22547	1633
<b>Rides</b>	7513	206
<b>Services</b>	1636	412
<b>Volunteers</b>	1737	121
<b>Total People Served</b>	33433	1856

**What organizations use your space?**

COA programs – mostly.

Plus:

Orleans Citizen’s Forum (monthly before Covid)

Town of Orleans elections (1 or 2x per year)

Town Planning Dept. occasionally

League of Women’s Voters - very occasionally

Community Exchange - In the past, now defunct

Open to non-profit organizations based on the building use policy: Must serve seniors and be open to the public.

**How is use of the facility managed and scheduling coordinated?**

Do you have a building coordinator?                      Yes **X**                      No \_\_\_\_\_

*COA staff provides building coord.*                      Paid **X**                      Volunteer \_\_\_\_\_

*Copy of Building Use Policy attached*

**What is the age of your facility and when was it most recently renovated?**

Year built: **2000 (renovation & bldg. project)**                      Year most recently renovated? **N/A**

Comments:

No significant renovations performed but minor updates/maintenance projects have been completed including public bathrooms, floors, flat roof section replacement, rotted trim replacement, garden maintenance, etc. There is significant maintenance and repair of aging mechanical systems that will be needed.

**Do you have current or original plans you can pass on?**

*Copy of Senior Center building plan attached*

**Does the facility have any code issues (accessibility, building code . . etc)? or ongoing maintenance issues or significant design flaws that interfere with use?**

- 50% of the building is in the flood plain. The road occasionally floods during storms.
- Very limited storage. None in the main programming room(s).
- Handicap parking is far from the main entrance.
- Lack of dedicated exercise/fitness space which necessitates multiple room layout changes during the day and no space for program supplies (i.e. medical equipment, weights, etc.)

**What is your square footage (building and/or physical lot) and how many rooms do you have?**

Total building SqFt: *See below*                      SqFt used for community activities: *See below*

Total number of rooms: *See below*                      Number of rooms for community: *See below*

Total lot size: *See below*                      Active outdoor programming SqFt. *See below*

**List all rooms and spaces used for community activities:**

<u>Room Description/Function</u>	<u>Square Footage</u>	<u>Capacity</u>
<u>Section 1 of multipurpose room - Mixed use</u>	1,575	70
<u>Section 2 of multipurpose room - Mixed use</u>	370	25
<u>Section 3 of multipurpose room - Mixed use</u>	339	25
Note that multipurpose rooms can be combined in different configurations.		
Front desk area and associated lobby lounge	737	15-20
Offices	<i>See COA Program &amp; Admin Space Chart</i>	
Counselling rooms (Resource Room)	158	4

**How many parking spaces do you have on site? 85**

Is on site parking adequate? Yes

Are there spaces nearby that facility users use – on the street or public parking lots?

No but it’s not an issue with the large parking lot.

What percentage of building users walk, bike, Uber – i.e. don’t bring their own car?

Approx. 2 out of 1,500 (0.13%) bike

Approx. 50 rely on COA transportation services to attend programs/activities

**What percentage of available programming time is being used 95%**

**What percentage of your available building space is used?**

Overall: 80%

At peak times: 100%

**What is your annual budget and how many employees do you have?**

Annual budget: FY22 Town Appropriated Budget = \$771,669

Part time paid employees: 4 perm. PT (w/ benefits) Full time paid employees: 5  
11 PT (no benefits)

**Do you have volunteers provide professional service?**    Yes     No

**Do the organizations that use the space pay to use it?**    Yes     No

If so, what is the fee structure? N/A

How much do you collect annually?    \$100,000 in fees collected from adult supportive day & turned over to Town's General Fund and additional prog. Fees collected for Revolving Fund which pays for programs and activities

**Do you require town subsidies to operate?**    Yes     No

Annual subsidy: FY22 Town Appropriated Budget = \$771,669

**In the last five years, has your budget and staff to support community activities grown or shrunk? Explain.**

The Covid pandemic reduced COA attendance and necessitated momentary (hopefully) cutbacks. Prior to that, 5 years ago, staff was expanded when a Program Coordinator was hired.

**Do you have space to add programming – from within your organization or from a new organization - within your current facility?**

No.

Currently need to limit the number of exercise classes offered to maintain space for other activities. There is demand for more exercise classes.

**If you could add on, what would you add to your facility?**

- Dedicated exercise space with storage for exercise gear
- Handicap parking closer to the main entrance
- Increased general storage
- Increased kitchen storage to allow more cost effective food purchases.
- Space for pickleball.

**Are there similar facilities in other towns that have features that you like?**

Yes.

- Falmouth – Dedicated fitness room in Senior Center
- Harwich Community Center – large multi-purpose room, gym, adequate storage (for tables, chairs, easels, medical equipment, etc.)
- Barnstable – Large meeting room at Barnstable Adult Community Center

**Additional Comments:**



*Town of Orleans*  
**ORLEANS SENIOR CENTER & COUNCIL ON AGING**  
150 Rock Harbor Road, Orleans, MA 02653  
T: 508-255-6333 F: 508-240-6936  
[www.town.orleans.ma.us/council-on-aging](http://www.town.orleans.ma.us/council-on-aging)

## **POLICY FOR BUILDING USE**

The Orleans Senior Center is a municipal facility built on land donated to the Town of Orleans for the explicit purpose of benefitting Orleans' seniors. The facility is utilized to provide meaningful experiences, programs, activities and supportive services to enhance the quality of life for older adults and caregivers in our community.

All meetings and events to be held at the Orleans Senior Center must ensure adherence to the following criteria:

- Must be approved by the Director of the Council on Aging.
- Will be scheduled based on the following priorities:
  - Senior Center sponsored events
  - Groups and organizations affiliated with the Senior Center
  - Community based educational, civic, charitable and cultural group programs which provide benefit to Orleans seniors
  - Town of Orleans departments and committees
  - Other events intended to celebrate or recognize older adults and caregivers.
- Will be scheduled during regular hours of the Senior Center, unless at the discretion of the Director, a departmental staff member is available to supervise the facility for the event without considerable cost to the department.
- Must be open to the public.
- Must not involve commercial solicitations. If the Senior Center requests representatives of a private business to conduct a seminar or supply items for an event, the business will be recognized for its contribution but will not be allowed to solicit business. Vendors and speakers may distribute informational handouts, at the discretion of the Director, if they provide benefit to Orleans seniors. Participation by such groups does not imply Senior Center endorsement of the group's aims, policies or activities.
- Must not involve political solicitation for any candidate, ballot question or political party, except when an open public forum is held at the Senior Center, with equal access given to all candidates and viewpoints.
- Must not interfere with the normal operation of the Senior Center.

**ORLEANS COA POLICY FOR BUILDING USE (cont.)**

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- Agree to indemnify and hold harmless the Town of Orleans, Orleans Council on Aging and all of their officers, employees and agents from any claims asserted by any person for damages for personal injuries including loss of life and/or loss of property and arising from or related to an event or incident occurring on or about the Senior Center Building and/or grounds, in use during the event.

*Approved by the OCOA Board of Directors on 6/22/16*



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## TERMS OF USE FOR SENIOR CENTER BUILDING USE

All groups and organizations holding meetings or events in the Senior Center will:

- Designate a person responsible for the event and the conduct of the group, and provide their contact information to the Director of the Council on Aging prior to the event.
- Contact the Senior Center at least two days prior to the event to arrange for room set-up and the equipment needed. No furnishings or equipment may be moved without the express permission of COA staff. Items may not be taped or fastened to building surfaces.
- Check in either at the Reception desk or with designated department staff, upon arrival for the event and at the completion.
- Ensure that the group size does not exceed room capacity.
- Abide by the Senior Center Participant Behavior Policy.
- Begin and end meetings/events at scheduled times.
- Obtain approval of the Director of the Council on Aging prior to serving refreshments or utilizing the commercial kitchen.
- Not allow smoking or consumption of alcoholic beverages in the building or on the grounds. Also do not permit candles and open flames.
- Remove all materials brought into the Senior Center. There is no storage space available.
- Assume responsibility for any damages to the facility or equipment utilized during the event.

*Approved by the OCOA Board of Directors on 6/22/16*



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## APPLICATION FOR SENIOR CENTER BUILDING USE

PLEASE PRINT

Date: \_\_\_\_\_

Organization/Group Affiliation: \_\_\_\_\_

Contact Person: \_\_\_\_\_

Position: \_\_\_\_\_

Telephone #: \_\_\_\_\_

Email Address: \_\_\_\_\_

Date Requested: \_\_\_\_\_

Time Requested: Start: \_\_\_\_\_ End: \_\_\_\_\_

Please state purpose for use of Senior Center space:

\_\_\_\_\_  
\_\_\_\_\_

*"The undersigned states that he/she has the authority to make this application for the Applicant and agrees that the Applicant has received, reviewed, understands and will observe the "Policy for Building Use: and the "Terms of Use" for use of the Orleans Senior Center.*

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

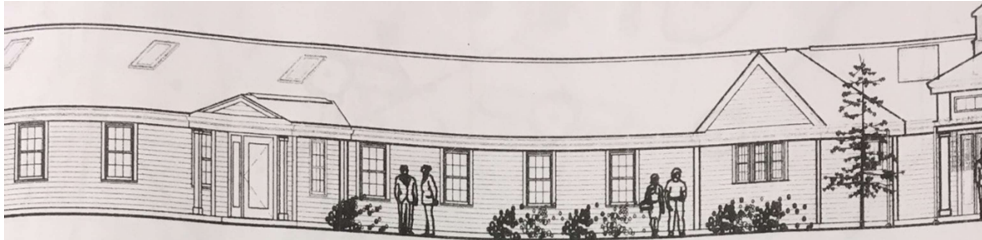
FOR OFFICE USE ONLY:

\_\_\_\_\_ Approved

\_\_\_\_\_ Denied REASON: \_\_\_\_\_

\_\_\_\_\_ Written on Master Calendar

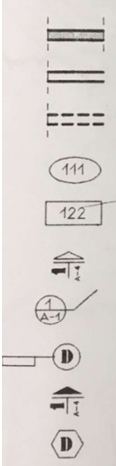
\_\_\_\_\_ Contact Person Notified



**EAST E**

**BUILDING DATA**

**LIST OF**



AREA	
EXISTING	3,115 SF
ADDITIONS	
BASE BID	3,736 SF
ALTERNATES	1,501 SF
<hr/>	
TOTAL	8,352 SF
USE GROUP	" A3 "
CONSTRUCTION TYPE	" 5A "
FIRE PROTECTION	YES
ADA COMPLIANT	YES
PARKING SPACES	
ACCESSIBLE	6
STANDARD	87
<hr/>	
TOTAL	93

T-1	TI
L-1	SI
CE-1	SI
CE-2	PA
CE-3	CI
D-1	DI
<del>A-1</del>	<del>BL</del>
A-1-A	AI
A-2	W
A-3	E
<del>A-4</del>	<del>BL</del>
A-4-A	A
A-5	BU
A-6	BU
A-7	RI
A-8	IN
A-9	IN
A-10	W
A-11	W
A-12	D
A-13	R
K-1	F

## Orleans Senior Center

### COA PROGRAM & ADMIN. SPACE

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Space	Dimensions	Square Feet
Lobby	23' x 34' <i>(less closets)</i>	737.0 Sq. Ft.
Sunroom	18'4" x 16" <i>(less corners)</i>	267.7 Sq. Ft.
Resource Room <i>(NEW)</i>	15'3" x 10'5"	158.8 Sq. Ft.
Room A	47'11" x 33'3" <i>(less kitchen bump out)</i>	1577.4 Sq. Ft.
Room B	15'11" x 23.3"	370.0 Sq. Ft.
Room C	14'7" x 23'3"	339.0 Sq. Ft.
Kitchen	34' x 13' <i>(less cabinets, elec. Closet, etc.)</i>	400.0 Sq. Ft.
Reception Office Area	15' x 13'	195.0 Sq. Ft.
Outreach Worker's Office	9'7" x 10'5"	99.8 Sq. Ft.
Program Coordinator's Office	9'7" x 12'10"	122.9 Sq. Ft.
Office Manager's Office	15'8" x 12'10"	201.0 Sq. Ft.
Social Service Coordinator's Office	9'7" x 10'5"	99.8 Sq. Ft.
Director's Office <i>(NEW)</i>	13'9" x 10'5"	143.2 Sq. Ft.
Day Center	31' x 23' <i>(plus bump outs)</i>	891.0 Sq. Ft.
Day Center Office	13" x 10"	130.0 Sq. Ft.

**TOTAL SQ. FEET**

**5732.6 Sq. Ft.**

## MEETING ROOM INFORMATION

*Updated 4/10/12*

### Building Occupancy:

- Area 1/Ground Level, Standing Only      344      (*Inspection 5/5/2011*)
- Area 2/Office      6
- Area 2/Reception      5

### Building Code:

- Concentrated Chairs...require 7 square feet/person
- Standing...requires 5 square feet/person
- Concentrated Tables and Chairs...require 15 square feet/person

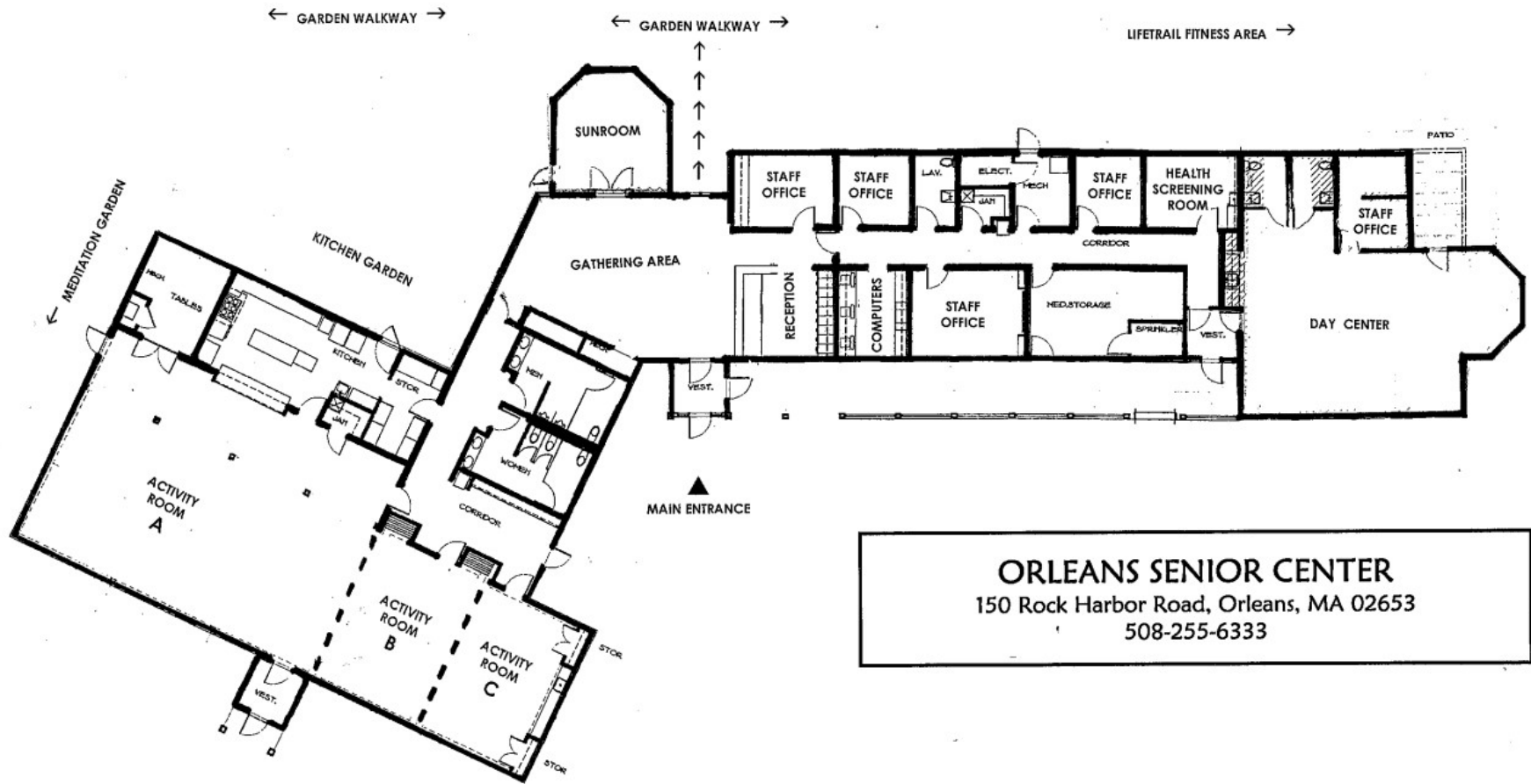
### Seating:

- Blue Cloth Chairs, No Arms      44
- Blue Cloth Chairs, Arms      43
- Blue Plastic Chairs, No Arms      28
- Blue Plastic Chairs, Arms      43

Total Chairs Available      158

### Approximate Room Dimensions:

- Multipurpose Meeting Rooms A, B, C Combined: 22.5' x 78'



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 150 Rock Harbor Road, Orleans, MA 02653  
 508-255-6333

## ORLEANS COMMUNITY ORGANIZATION AND PROGRAM QUESTIONNAIRE

**Organization:** Council on Aging

**Date:** 3/1/2022

**Interviewer:** Keith with Fritz

**Interviewee:** Judi Wilson

**Title:** COA Director

**What, in general terms, is the mission / purpose of your organization and what demographic do you serve?**

**What programs do you offer, and for each program, who is the target audience and how many people do you serve?**

- 60 years old and up
- Exercise classes including yoga, chair exercise, Tai Chi, Zumba, line dancing, general fitness.
- Various clubs and classes
- Weekly meals
- Medical insurance counselling
- Monthly movies and other special events
- Supportive adult day care – in a separate area.
- *See attached master calendar.*

**What building(s) does your organization use?**

Senior Center

**What spaces within those buildings, approximately how big are they, and what activities do you conduct? And approximately how many hours per day, week or month?**

*See attachments to Facility questionnaire.*

If you have a detailed activity table or schedule of activities, please pass on to us with as much information as you have available.

*See attached master calendar.*

**For each program, could attendance be expanded if you had additional space or a different location? Do you have plans to grow – and what is limiting that growth?**

Yes. Especially exercise classes.

**Do the facilities you use meet your needs, and if not, how would you improved them? This might mean improving the spaces you use, or having a different site in a different kind of building.**

Already covered in facility questionnaire plus other questions.

**Have you seen buildings or facilities in other towns that have features that you like?**

Yes.

- Falmouth – Exercise room
- Harwich Community Center – Multi-purpose room with storage (for tables, easels . . . .)
- Barnstable – Big meeting room
- 

**Would an Orleans Community Center, with spaces that you share with other organizations, and with support spaces like a front office, lobby, lounge, café, etc. be better for you and your mission?**

- Shared reception desk with sitting area. Would include shared staffing.
- Shared multi-purpose rooms.
- Some separate areas for different age groups plus mostly shared spaces including some that promote inter-generational interaction.
  - From time working at the Harwich Community Center, Judi has seen some great inter-generational mingling. Promotes a real community feel!

**If so, would you need dedicated space – storage, offices etc. – or would it be enough to have a space that you utilize on a scheduled basis? What kind of spaces would you need for what programs?**

Yes.

- All of the offices.
- Storage.
- Supportive day care.

**What are the key things you would like to see in a Community Center?**

- Lots of comfortable gathering spaces
  - All generations with much mixing but also dedicate kids play rooms
  - Careful that they not feel too institutional
- Gym for: Pickleball, basketball, volleyball, family play time, thread mills, stationary bikes .. )

**Other Observations or Comments?**

Although the town is much larger, the COA in Falmouth is worth seeing. It's near other buildings in a campus like setting.

## ORLEANS SENIOR CENTER MASTER CALENDAR

**OCTOBER 2019**

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>
	8:30-9:30 Morning Fitness (A/B)  9:45-10:45 Yoga (A/B/C) <b>10:00- 11:30 Spousal Brvmt (S)</b> 11:00-11:45 Sit Fitness (A/B) 12:00-1:00 Day Center Lunch (A) 12:45-4:00 SHINE Appts ( R ) 3:00-4:00 Ukulele Class (B/C)	9:00 - 10:00 Tai Chi (A) first class   10:30-12:00 Sight Loss Support (S) 11:00-11:45 Chair Yoga(A/B) 12:00-1:00 Day Center Lunch (A/B)  <b>1:00-3:00 LEGAL-Thayer (S)</b> <del>2:00-3:00 Corn Hole (A/B)</del>	8:30-9:30 Morning Fitness (A/B)(SUB to Cil to c 9:45-10:45 Yoga (A/B/C) 10:00 - 11:30 Friends Board Meeting (S) 11:00-11:45 Sit Fitness (A/B) 12:00-1:00 Day Center Lunch (A) 12:00-4:00 Chess ( C ) 1:00-3:00 Bayberry Quilters (A) ?? 1:30-2:30 Classical Piano w/Mary (A) <del>?? 3:30-5:00 OCF- Tent- Forum on Spec-Tw...</del> 5:00-6:30 Dementia Caregivers (S) <i>Set up for Brown Bag</i>	<b>8:00-10:00 Brown Bag Program (B/C)</b> <b>8:30-9:30 Men's Fitness (A)</b> <del>9:45-10:45 Slow Flow Yoga (A/B)</del> 10:00-11:30 Male Caregivers (S) 11:00-11:45 Chair Yoga(A ) 12:00-1:00 Comfort Kitchen (B/C) 1:15-4:00 Friday Painters (B/C)  1:30-4:00 Mah Jongg Players (A)
<b>7</b>	<b>8</b>	<b>9</b>	<b>10</b>	<b>11</b>
9:00-4:00 Footcare Appts ( R ) 9:45-10:45 Chair + Yoga (A)  11:00-11:45 Sit Fitness (A) 12:00-1:00 Soup & Sandwich (A/B/C)  1:00-3:00 Knitters (S) <b>1:15-4:00 Painting w/ Karen (A)</b> 1:30-3:30 Cribbage Players ( B )	8:30-9:30 Morning Fitness (A/B)  9:45-10:45 Yoga (A/B/C) 11:00-11:45 Sit Fitness (A/B) 12:00-1:00 Day Center Lunch (A) 12:45-4:00 SHINE Appts ( R )  <del>1:30-3:00 OSCAR - BOXING-HYANNIS</del> 3:00-4:00 Ukulele Class (B/C) <b>5:30-7 LGBT Legal Prog. (A, B, C)</b> <i>(set-up to begin @ 4pm)</i>	9:00-10:00 Tai Chi (A)  <del>9:45-11:15 Parkinson's Support (C)</del> 11:00-11:45 Chair Yoga (A) 12:00-1:00 Day Center Lunch (A/B) 1:00-2:15 Day Center Program ( C )  <del>1:30-3:30 ADSC Mtg (F)</del> <b>2:00-4:00 CDPD Support Group (A)</b> <del>2:00-3:00 Corn Hole (A/B)</del>	8:30-9:30 Morning Fitness (A/B)  9:45-10:45 Yoga (A/B/C)  11:00-11:45 Sit Fitness (A/B) 12:00-1:00 Day Center Lunch (A/B) 12:00-4:00 Chess ( C )  <del>1:30-2:30 Classical Piano w/Mary (A)</del> <b>2:00-4:30 Movie Showing (A)</b>	<del>8:30-9:30 Men's Fitness (A) Class cancelled</del> 9:45-10:45 Slow Flow Yoga (A/B) <b>10-11:30 Aging Solo Group (DC) 1 of 6</b> 10:00-11:30 Book Club (S) 11:00-11:45 Chair Yoga(A) 12:00-1:00 Comfort Kitchen (B/C)  1:15-4:00 Friday Painters (B/C) 1:30-4:00 Mah Jongg Players (A)
<b>14</b>	<b>15</b>	<b>16</b>	<b>17</b>	<b>18</b>
<p style="text-align: center;"><b>SENIOR CENTER CLOSED</b></p> <p style="text-align: center;"><b>Columbus Day</b></p>	8:30-9:30 Morning Fitness (A/B)  9:45-10:45 Yoga (A/B/C) <b>10:00-11:30 Spousal Brvmt (S)</b> 11:00-11:45 Sit Fitness (A) 12:00-1:00 Day Center Lunch (B) 12:45-4:00 SHINE Appts ( R ) 3:00-4:00 Ukulele Class (B/C)	Tai chi 9:00-10:00 (A) <b>10:30-11:30 Ask A Nurse (S)</b> <b>11:00 Orleans Comm Exch (B/C)</b> <i>(will be here from 10:30-2)</i> 11:00-11:45 Chair Yoga(A ) 12:00-1:00 Day Center Lunch (A) 1:00-2:15 Day Center Program ( R ) <del>2:00-3:00 Corn Hole (A/B)</del> <b>1:00-3:00 LEGAL-Coccoro (S)</b> 2:00-3:30 Mac Users Group (A) <b>3:00 Leadership Meeting (S)</b>	8:30-9:30 Morning Fitness (A/B) <b>9:00-4:00 SHINE Appts w/ Liz (R)</b> 9:45-10:45 Yoga (A/B/C)  11:00-11:45 Sit Fitness (A/B) 12:00-1:00 Day Center Lunch (A/B) 12:00-4:00 Chess ( C ) 1:00-3:00 Women's Issues Group (S) <del>?? 1:30-2:30 Classical Piano w/Mary (A)</del> <b>3:30-5:00 OCF Forum: Frauds &amp;</b> <b>Scams (A/B) - JW CANCELLED DUE TO POWER</b>	8:30-9:30 Men's Fitness (A) <b>9:00 FOCOA Membership input (R )</b> 9:45-10:45 Slow Flow Yoga (A/B) 10-11:30 Aging Solo Group (DC) 2 of 6 10:00-11:30 Male Caregivers ( S ) 11:00-11:45 Chair Yoga(A) 12:00-1:00 Comfort Kitchen (B/C) <del>1:15-4:00 Friday Painters (B/C)</del> 1:30-4:00 Mah Jongg Players (DC) <b>2-4 Hlth Care Proxy Drop In ( R )</b> <b>2-4 FLU CLINIC (A/B/C)</b>

**ORLEANS SENIOR CENTER MASTER CALENDAR**

**OCTOBER 2019**

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
<b>21</b> 9:00-4:00 Footcare Appts ( R ) 9:45-10:45 Chair + Yoga (A) <b>10:30-12 Caregivers Circle (S) 1 of 3 NEW</b> 11:00-11:45 Sit Fitness (A) 12:00-1:00 Soup & Sandwich (A/B/C) 1:00-3:00 Knitters (S) <b>1:15-4:00 Painting w/ Karen (A)</b> 1:30-3:30 Cribbage Players( B )	<b>22</b> 8:30-9:30 Morning Fitness (A/B) 9:45-10:45 Yoga (A/B/C) 11:00-11:45 Sit Fitness (A) 12:00-1:00 Day Center Lunch (B) 12:45-4:00 SHINE Appts ( R ) 3:00-4:00 Ukulele Class (B/C)  <b>2:30-4:00 LEGAL Appts. Wibby</b>	<b>23</b> 9:00-10:00 Tai Chi (A)  10:00 - 12:00 Nauset Neighbors (C) 11:00-11:45 Chair Yoga(A ) 12:00-1:00 Day Center Lunch (A) 12:00-3:00 Friends Input ( R ) 1:00-2:30 COA Board Meeting (S) <b>2:00 - 3:30 Rock Painting (B/C)</b> <del>2:00-3:00 Corn Hole (A/B)</del>  2:00 Neuropathy Support Group (C)	<b>24</b> 8:30-9:30 Morning Fitness (A/B) <b>9:00-4:00 SHINE Appts w/ Liz (R)</b> 9:45-10:45 Yoga (A/B/C)  11:00-11:45 Sit Fitness (A/B) 12:00-1:00 Day Center Lunch (A/B) 12:00-4:00 Chess ( C )  1:30-2:30 Classical Piano w/Mary (A) <b>3:30-5:00 OCF Forum: Frauds &amp; Scams (A/B) - JW</b>	<b>25</b> 8:30-9:30 Men's Fitness (A) <b>9:00-10:00 Tidings Mailing (B/C)</b> 9:45-10:45 Slow Flow Yoga (A) 10-11:30 Aging Solo Group (DC) 3 of 6 10:00-11:00 Tidings Volunteer (S) 11:00-11:45 Chair Yoga (A ) 12:00-1:00 Comfort Kitchen (B/C) 1:15-4:00 Friday Painters (B/C) 1:30-4:00 Mah Jongg Players(D/C) <b>5:00 LGBT Meditation Group (S)</b> <b>6:00 LGBT Seniors Event (A/B)</b>
<b>28</b> 9:45-10:45 Chair + Yoga (A) <b>10:30-12 Caregivers Circle (S) 2 of 3</b> 11:00-11:45 Sit Fitness (A) 12:00-1:00 Soup & Sandwich (A/B/C) 1:00-3:00 Knitters (S) <b>1:15-4:00 Painting w/ Karen (A)</b> 1:30-3:30 Cribbage Players( B )	<b>29</b> 8:30-9:30 Morning Fitness (A/B) 9:45-10:45 Yoga (A/B/C) 11:00-11:45 Sit Fitness (A) 12:00-1:00 Day Center Lunch (B) 12:45-4:00 SHINE Appts ( R ) 3:00-4:00 Ukulele Class (B/C)  <b>9:30 - VAN TRIP TO WAREHAM XING</b> <b>1:00 Irrigation Turn Off (use of Room A)</b>	<b>30</b> 9:00-10:00 Tai Chi (A) <b>10-11:30 Medicare 2020 Op. Enrollmt. Prog. (B/C)</b> <del>11:00-11:45 Chair Yoga (A) no sub</del> <b>11:30-2:30 Spec. Open Enrollment SHINE Appts. w/ Tracey ( R )</b> 12:00-1:00 Day Center Lunch (A/B) 1:00-3:30 Amateur Radio ( C ) <del>2:00-3:00 Corn Hole (A/B) last</del>	<b>31</b> 8:30-9:30 Morning Fitness (A/B) <b>9:00-4:00 SHINE Appts w/ Liz (R)</b> 9:45-10:45 Yoga (A/B/C)  11:00-11:45 Sit Fitness (A/B) 12:00-1:00 Day Center Lunch (A/B) 12:00-4:00 Chess ( C )  1:30-2:30 Classical Piano w/Mary (A)	<b>A = Function Room A</b> <b>B = Function Room B</b> <b>C = Function Room C</b> <b>S = Sun Room</b> <b>R = Resource Room</b> <b>G = Garden</b>  <b>Blue=Tentative Program</b> <b>Red=Monthly New or One Time Prog</b> <b>Black Bold=Ongoing once a month</b> <b>Use when event should stand out</b> <b>Building Maintenance</b>