

Council on Aging Board Meeting Minutes
Tuesday, September 2, 2008

PRESENT: B. Connors, A. Baranick, E. Bouldry, J. Gavrilles, B. Hagan, J. Hemstreet,
J. Walsh, P. McChesney, B. Murphy, R. Walenduk
STAFF: J. Claypoole

Meeting called to order at 11:00 AM. Minutes of July 1st were accepted. Motion to accept by P. McChesney and seconded by J. Walsh. The motion passed unanimously.

The Treasurer's report was distributed and reviewed. R. Walenduk made a motion to accept the report. The motion was seconded by J. Walsh. The motion passed unanimously.

Old Business

- **Building Committee Report:** J. Hemstreet reported that there was no meeting in August. The committee is still working on options for the Caryl School. Next meeting is September 10th.
- **Senior Housing Report:** J. Claypoole reported surveys are still being returned. J. Walsh complimented J. Claypoole on conducting the survey and sharing results.
- **Friends of COA Report:** B. Connors reported paperwork is in process and officers need to be named for the Friends non-profit and noted on forms. Discussion was held on the process and timing of forming the Friends organization. B. Connors will meet with the new Chair to update on process and share paperwork.

New Business

- **Resignation of Chair:** B. Connors resigned as chairman effective September 2, 2008. Accepted by motion of R. Walenduk, Second: B. Hagan, motion passed unanimously.
- **Nomination for Chair:** J. Walsh nominated B. Hagan, Vice Chair for vacant Chair position; Second, J. Hemstreet and R. Walenduk. B. Hagan accepted. Motion passed unanimously.
- **Nomination for Vice Chair:** A. Baranick nominated J. Walsh for Vice chair; Second; P. McChesney. J. Walsh accepted; motion passed unanimously
- **Election of Chair & Vice Chair:** A. Baranick made a motion to elect B. Hagan as Chair and J. Walsh as Vice Chair. Second: R. Walenduk. Motion passed unanimously.
- **Rotating Secretary:** B. Hagan made a motion to accept a rotating secretary; Second; J. Hemstreet. Motion passed unanimously. Roster of Acting Secretary as follows: October: J. Hemstreet; November: J. Gavrilles; December: E. Bouldry January: J. Walsh; February: B. Murphy.

Ongoing Business

- **Board Vacancies:** Two vacancies exist on COA Board. Discussion was held and members recommended candidates for COA Director to contact regarding serving on the Board.

Travel Committee Report:

J. Gavrilles reported that Quabbin Foliage Trip is scheduled for October 3rd. J. Claypoole reported a holiday trip is planned in December to The Revels at Sanders Theatre in Cambridge and scheduled a trip to the Boston Tall Ships on July 13, 2009.

Director's Report:

J. Claypoole reported:

- Annual Report on COA was completed in August. J. Claypoole created a tracking system for all services.
- Bay Path: Received \$3,000 grant for Yoga, effective October 2008 to Sept 2009; Janet will meet with Yoga instructor next week. BayPath is hosting the Senior Recognition Breakfast October 31st and requested Dover COA submit a senior's name. Discussion was held and Board recommended submitting Suzanne Sheridan's name due to her service to seniors.
- J. Claypoole met with BayPath/AAA Assistant Director and requested to be on mailing list and notified of any grant opportunities.
- EOE grant increase approved by legislature to \$7.00/person, which is an \$881.00 increase in Dover COA's grant. As recommended by the Board previously, these funds will be moved to the Administrative Assistant line item to increase weeks of service.

B. Hagan praised great job performance of COA Director, J. Claypoole; A. Baranick led a round of applause for outgoing Chair, Bob Connors.

Meeting adjourned at 12:50PM. Motion; J. Walsh, second; B. Connors. Motion passed unanimously.

Respectfully submitted;

B. Murphy, Acting Secretary