

Council on Aging Board Meeting Minutes
Tuesday, December 1, 2009

PRESENT: A. Baranick, E. Bouldry, J. Gavrilles, B. Hagan, J. Hemstreet, P. McChesney,
B. Murphy, J. Walsh
STAFF: J. Claypoole
GUESTS: J. Panek, C. Haddleton

The meeting was called to order at 11:00 AM. A discussion about secretarial duties for minutes was held. It was decided by general agreement that a schedule would be set by J. Claypoole.

The **Minutes** of the November meeting were discussed. A motion to accept the minutes was made by J. Walsh and seconded by P. McChesney. The motion passed unanimously.

The **Treasurer's Report** was presented by A. Baranick. A short discussion followed which noted that we are on target for our budget. A motion was made by P. McChesney and seconded by E. Bouldry to accept the report. The motion passed unanimously.

New Business:

COA FY 2011 Budget: J. Claypoole presented the 2011 COA budget which will be submitted to the Warrant Committee by December 18th. Dave Melville is the Warrant committee member assigned to the COA. The budget is level service funded and includes such items as professional services, food, transportation and the purchase of chairs. The budget is awaiting approval by the Board of Selectmen and will be presented to the Warrant Committee on January 6, 2010.

Spirituality Luncheon: After a discussion the board decided to have a donation basket at the Spirituality meetings because currently there is no charge for the light lunch served. J. Gavrilles made a motion to have a donation basket at Spirituality luncheons and J. Walsh seconded the motion. The motion was passed unanimously.

Salvation Army Bellringers: J. Walsh announced that volunteer Salvation Army bell ringers are needed for December 22nd, 23rd, and 24th. He passed a roster for board members to select a date and time to volunteer.

Old Business:

Dover Community Center building committee will meet December 9th.

Friends of the COA committee is waiting for additional information such as address of the organization and bank information required on the form to be submitted to the state. J. Walsh will check with the Library friends to determine how they have handled these requirements.

Property Tax Workoff Program: Committee: Twelve applications were received. The Committee met and all ten slots are filled with Town Departments for 2010.

J. Walsh reported vandalism at Caryl Community Center including damage to a CDC classroom and the cafeteria. Concern was expressed that the Medical equipment closet is not locked. The board decided to table the discussion to see if vandalism will be an ongoing problem and if the Town will increase security in the building.

Travel Committee is planning a trip to the Boston Ballet (Nutcracker) on December 11th and a trip to the Flower Show in March with Sherborn COA.

Director's Report:

- **Police Brunch** reservations are at 89 to date. The Girl Scouts are making the centerpieces, and Flowers by Forte, Lovell's Nursery, and Century 21 donated gift baskets.
- **Boxwood Tree** making will take place on December 7th.
- **Poinsettia plants** will be delivered to homebound seniors by Chicatabot Garden Club in December.
- Seventy-two seniors have made reservations for the **Legion Dinner** on December 13th. Also, Seniors 90 years and older have received invitations. Lovell's Flowers is donating Poinsettia Plants for the Centerpieces and the Brownies Recorder Group will play. The Dover Church Concert will be held on the same day at 4pm.
- Amanda Howland from the Dover Church will lead the December **Spirituality** meeting.
- On December 19th the **Girl Scouts** will visit some senior homes to deliver cookies and sing Christmas Carols.
- The COA is hopeful that the grant submitted to the **Cultural Council** for two nutritional seminars will be approved.
- **January Luncheon** will be Bingo and the menu is ziti and meatballs.
- **Town Hall** will close at 12 noon on December 24th and at 3pm on December 31st.
- The 2010 Annual Town Meeting Warrant opened November 24th and closes January 20th.

Board Member Items:

B. Murphy suggested we meet in the Selectman's room. We would need to book the room in advance. Also the Dover Sherborn newspaper does not have updated information about COA events. B. Murphy volunteered to be our liaison.

B. Murphy stated the COA needs updated computers. J. Claypoole has talked with D. Ramsey and W. Clark about the situation. J. Panek, a visitor at this meeting suggested we be more assertive and look into donations from companies.

A motion to adjourn was made by J. Hemstreet and seconded by B. Murphy. The motion passed unanimously. The meeting was adjourned at 12:35PM.

Respectfully submitted,

Jane Hemstreet