

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

PRESENT: A. Baranick, E. Bouldry, J. Gavrilles, B. Hagan, J. Hemstreet, P. McChesney
B. Murphy, J. Walsh, L. Theodos, R. Walenduk
STAFF: J. Claypoole
GUEST: C. Haddleton

Meeting called to order at 11:00 AM.

Minutes of July meeting read and motion to accept made by J. Hemstreet and seconded by P. McChesney. The motion passed unanimously.

The Treasurer's report was distributed and reviewed by A. Baranick. R. Walenduk made a motion to accept the report. The motion was seconded by L. Theodos. The motion passed unanimously.

Old Business:

- **Building Committee Report:** J. Hemstreet and B. Murphy attended the Building Committee Meeting. The Committee is looking at a job description for a building manager at the Caryl School if the plan is approved. Architect plans to stay within the existing footprint. Brief discussion on a proposed gymnasium above the existing gym with a track around the perimeter for walking, etc. Plan is to have 70 parking spaces which will more than double the existing parking space. A major factor in the planning process is what will be the Child Development Center plans. The committee has been advised that a decision will be made at the end of the 2009.
- **Friends of the COA:** A draft of the by-laws has been reviewed by the Attorney, but further discussions to review the submission process will take place in September. Volunteers were solicited for the initial positions of President, Vice President, Secretary and Treasurer to get the process moving. J. Hemstreet and B. Murphy volunteered, and Board members and J. Claypoole will follow up.
- **Update on Grants:** J. Claypoole reported that the Formula Grant for FY2010 was reinstated to \$6,188 which includes 5 hours per week for Administrative Assistant position for entire year as well as funding for fitness and exercise classes. Formula Grant funds are from the state (Executive Office of Elder Affairs) and are based on the 2000 census. New census will take place in 2010. J. Claypoole also reported that grant submitted to Bay Path Elder Services for FY2010 for Gentle Yoga Senior classes was awarded and effective as of October 1, 2009. Bay Path grant funds are from Federal Older Americans Act which serves people ages 60 and over.
- **Annual Report:** Last year (FY2009) 459 unduplicated seniors were served by COA's numerous and varied activities. This was about a 35% increase over the previous year (FY 2008). Unduplicated means that even if a senior attended several functions, they were only counted once.

- **Director's office ceiling leak:** Repairs were made and no mold found according to Building Maintenance Dept. Rug was cleaned. Will continue to monitor situation as source of water leak was not found.

New Business:

- **Beth Israel Deaconess Hospital, Needham:** Carol Lisbon has invited the Board of Directors for a private tour of the new facility in Needham. J. Claypoole will schedule a mutually agreeable date for the tour.
- **Questionnaire for seniors:** COA staff will continue to work on a survey for review by Board members.
- **Property Tax Work-Off Program:** As of July 2009, the State has raised the maximum allowable abatement rate from \$750 to \$1000. L. Theodos made a motion to recommend to the Selectman to increase the abatement limit from \$750 to \$1,000 to be in compliance with the state law. J. Hemstreet seconded. Motion passed unanimously.
- **Afternoon Tea:** B. Murphy stated that the Afternoon Tea time will be shifted to 2pm and some months may feature themes. Scheduled months with themes are as follows:
 - October – Teddy Bear Tea
 - January – Boston Tea Party
 - February – Valentines Day
 - March – Mad Hatter Tea Party

Ongoing Business:

- **Chairperson:** B. Hagan reported that she and Rita were reappointed to the Board. B. Hagan suggested that Board members bring candidates' names for the vacant board position to the next meeting.
- **Travel Committee:** J. Gavrilles reported that the Peabody Essex Museum trip in August was very enjoyable. The next trip scheduled is December 11th in collaboration with Sherborn COA to Boston Ballet's "The Nutcracker". Other suggestions included Fruitland Museum in Harvard or Concord/Lexington in October. The COAs will plan a joint trip to the Flower Show in Winter 2010.

Directors Report:

- The COA has a booth at Dover Days (September 12th) and volunteers are needed to man the COA booth. J. Claypoole passed out a sign-up sheet that allowed board members to select a time.
- Several seniors have signed up for the opportunity to play bocce ball at the Legion. Al Calello will train.
- This month's luncheon is September 8th and help is needed for set up, etc. Lunch menu will be posted in newsletter. Desserts baked by volunteers.
- Medication Management Seminar is scheduled for Tuesday, Sept 15th with a grant from BayPath Elder Services. Pharmacist from Beth Israel Deaconess Hospital, Needham, is speaker.

- Legal Workshop is scheduled for Wed, Sept 23rd with Mary Roque, Elder Law Attorney.
- October luncheon is Tues, Oct 13th and speaker will be Diane Fielding from Dover Board of Health to discuss Differences between Seasonal Flu and H1N1 (Swine Flu).
- Flu Clinic is also in October on Wednesday, Oct. 28th in Great Hall at 1pm.
- Spirituality series is starting up again. Sue Sheridan has connected with local clergy and scheduled presentations for October, November, December, as well as March and May of 2010.
- November events include Thanksgiving Luncheon, SHINE Presentation with Sherborn COA, Spirituality Luncheon and Grace Church Lunch.
- December events scheduled are Trip to Boston Ballet, Annual Police Brunch, Annual Legion Dinner, and possibly a Holiday concert.
- COA Staff are continuing to schedule educational classes for FY 2010 in partnership with BayPath Elder Services, Beth Israel Deaconess Hospital-Needham, and Dover Library.

Other Items:

- B. Murphy recommended a suggestion box for the COA. More to follow.

Motion to adjourn the meeting was made at 12:45PM by B. Murphy and seconded by P. McChesney. Motion passed unanimously

Next meeting is Tuesday, October 6, 2009 at 11:00AM in COA Fireside Room.

Respectfully submitted,

Jack Walsh
Acting Secretary