

## **Council on Aging Board of Director's Meeting Minutes** **Tuesday, July 20, 2010**

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

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Meeting called to order at 11:00AM.

Minutes of June meeting reviewed. Motion to accept made by R. Walenduk; seconded by P. McChesney. The motion passed unanimously.

The Treasurer's report was presented by A. Baranick. Alice recognized for her excellent job and "due diligence" as Treasurer. Motion to accept report made by B. Murphy; seconded by J. Walsh. The motion passed unanimously.

### **Old Business:**

- **Van for COA** – the need for a van for Dover seniors was discussed and will be shared with Friends of COA group.
- **Update on BayPath Grants:** J. Claypoole reported that the Yoga grant of \$2,070 from BayPath was spent by June 30<sup>th</sup> and provided 69 classes and served 32 unduplicated seniors. A new grant application for Gentle Yoga for Seniors in FY2011 was submitted in May. The Medication Management grant from BayPath of \$2,400 will provide three trainings in Sherborn, Holliston and Dover. Dover's seminar is September 21<sup>st</sup>. A new grant application for Medication Management was submitted by the three towns for FY2011.
- **Update on Formula Grants:** J. Claypoole reported that the Formula Grant funded at \$7/elder (\$6,188 for Dover) was submitted. Contracts have not been sent out from the State yet.

### **New Business:**

- **Open Meeting Law** – Guidelines passed out to board members.
- **Appoint Member of Caryl Management Advisory Committee:** Motion made by J. Walsh to appoint Jane Hemstreet for a 1 year term as COA representative to this committee. Seconded by A. Baranick. Motion passed unanimously. The COA will issue a letter to the Selectmen regarding this appointment.

### **Ongoing business.**

- **Chairperson Report** – Old proposed properties discussed as a potential senior center building site.
- **Travel Committee Report** – Trip to Tanglewood is scheduled in July. Drover's Roast at Salem Cross Inn in September and Rockette's Trip in December.

### **Director's Report**

- Annual Report is being compiled for submission to Elder Affairs. A tracking chart in Excel is being developed.

- Termite traps have been set at Caryl School.
- Building Maintenance reported that a stove was ordered for kitchen and new countertop.
- J.Claypoole has contacted Art Instructor to implement contract. Numbers of students have dropped and very few attendees are from Dover. Board suggested that J.Claypoole monitor closely to ensure program is attended and worth continuing.
- Cultural Council grant for Nutrition class is scheduled for Monday evening on September 13<sup>th</sup> at Library.
- J.Claypoole suggested that 2 oscillating fans be purchased for the COA for exercise in Great Hall and Yoga at Caryl Ctr to keep attendees cool. Board approved purchase of the fans.
- New computers, monitors, and printer were purchased at end of last fiscal year for computer classes. Class is enjoying new systems and instructor is planning new classes as computer capacity has increased.

### **Board Member Items**

**Bocce Ball:** B. Murphy reported is going well; an estimated 10-12 people each week. Currently using Medfield COA for summer as court is in shade.

**Walking Group:** Discussed the need for a leader. J. Gavrilles asked to contact several people about starting a group.

**Sandwich Board:** Discussion held of placing sandwich board or some type of sign on town common by street to announce COA programs. It is unclear how effective this will be in promoting events.

**Rx Drug Card:** B. Hagan shared a card to be utilized to secure discounted prescription rates that she obtained at Mary Ann Morse facility. J. Walsh will check this out and report back.

**Town Dept Meetings with Seniors:** Discussion was held on the COA hosting meetings where seniors could meet Town Depts and ask questions. Depts such as Assessor's, Conservation, Planning, and Tree Warden were mentioned. Board members stated it may be a good opportunity for seniors to understand the Town Depts and how they work.

Motion to adjourn was made by B. Murphy; seconded by R. Walenduk. Motion passed unanimously. The meeting was adjourned at 12:45PM.

Respectfully submitted,

Eleanor Bouldry  
Acting Secretary