

Council on Aging Board Meeting Minutes
Tuesday, September 4, 2012

PRESENT: A. Baranick, B. Hagan, E. Bouldry, M. Dilg, J. Hemstreet, B. Murphy, J. Gavrilles,
L. Theodos
STAFF: J. Claypoole
GUEST: J. Melican, Selectman

Meeting called to order at 10:15 a.m.

- A motion to accept July 3, 2012 minutes was made by B. Murphy and seconded by J. Gavrilles. All in favor.
- A motion to accept the Treasurer's report was made by B. Murphy and seconded by J. Hemstreet. All in favor.

Old Business

- **Grant Update** -- J. Claypoole reported reapplying for and receiving a grant in the amount of \$3,000.00 from Bay Path Elder Services for a Volunteer Coordinator. The original grant will run through September 30, 2012 and the new grant will begin on October 1, 2012 and will run for a year. Our new Volunteer Coordinator will begin working 12 hours a week but this will change in October to 5 hours a week. A grant was received from the Foundation of Metro West for an art class to be held in Holliston. Dover, along with Sherborn and Holliston, will be applying for a grant for a program on Fall Prevention which will be held in each town. The Cultural Council grant deadline is October 15, 2012.
- **Senior Center** – M. Dilg reported on the following activities of the Needs Assessment Committee:
 - senior center survey – will survey only Dover residents who use Medfield Center
 - senior center coffees – will begin morning neighborhood coffees to discuss need for senior center
 - senior email addresses – will begin obtaining senior email addresses in order to keep them updated on all activities as relating to senior needs
 - senior demographics – reported that over the next five years Dover senior population will increase from 1,433 to 1,861

J. Walsh updated the Board on the committee's plan to find an architect for the senior center.
- **Van Update** – M. Dilg reported the meeting with the Selectmen has been changed to September 28, 2012. Additional information has been provided to the Town Administrator. M. Dilg requested that, if possible, all Board members attend this meeting.

New Business

- **Volunteer Coordinator** – J. Claypoole introduced Nancy Simms, our new Volunteer Coordinator. The following projects were discussed:
 - Dover Sherborn High School football team to provide yard work for community service hours

- Dover Sherborn High School hockey team will be contacted regarding shovel walkways for community service hours (as provided two previous years)
 - Volunteers needed for bagel pick up
 - Volunteers to drive seniors to luncheons, annual town meeting and elections
 - Volunteers to help with small tasks around home such as changing smoke alarm batteries
 - Volunteers to help with computer technology and digital camera functions
- **Election of Officers** – A motion was made by J. Hemstreet and seconded by J. Gavrilles to elect the following slate of officers: B. Hagan, President; L. Theodos, Vice President; and A. Baranick, Treasurer. All in favor. J. Claypoole suggested that next year we have a Nominating Committee that will present a slate of officers to the Board.
- **New Board Member** – B. Hagan reported there are two openings for Board member. It was agreed to ask J. Anderson to become a Board member. A letter will be sent to the Selectmen submitting his name. G. Thisse will be contacted by J. Gavrilles and asked if he will consider joining the Board.

Ongoing Business

- **Chairman's Report** – There was no Chairman's Report.
- **Travel Committee Report** – There was no Travel Committee Report.
- **CMAC Report** – There was no CMAC Report as they have not met.
- **Director's Report** – J. Claypoole reported the COA has planned a trip to the Peabody Essex Museum on September 28 to see the Ansel Adams exhibit. We will be attending a Scallop Festival with Holliston. Medfield is planning on visiting Foxwoods. We will speak to them to see if our seniors can also travel with them. We will consider visiting the RI School of Design Museum next year.

There is a MCOA conference on October 3 – 5. J. Claypoole, along with the COA Directors from Holliston and Sherborn will be giving a presentation. J. Claypoole requested permission to stay for 1 night. A motion for J. Claypoole to attend the full 3 days was made by L. Theodos and seconded by J. Hemstreet. All in favor.

Books by Mail program is beginning at the Dover Library in September. Library materials will be sent by mail to Dover residents who are disabled. Lifetime Learning class registrations are being received. The topic of the September 11 luncheon is "Dover Days Gone By." W. Houshmand is turning 100 this month and a celebration is being planned in the Fireside Room. TRIAD is implementing a Yellow Dot Program which places a sticker on the back of a senior's car. They will be here October 25 to take pictures. Bay Path Elder Services had an opening on their Board for an individual to represent Dover. We now have a new publisher for our newsletter.

M. Dilg requested August statistics on contacts made to the COA office. Both August and September statistics will be provided at the October Board meeting.

- **Board Member Items** – B. Murphy reported that bocce will take place in Medfield for the next two Fridays. The theme of the September tea is "Welcome Back with Mickey and Minnie Mouse" and will take place on Friday, September 21. She has placed new

photos on the bulletin board at the Caryl Community Center. A. Baranick requested more publicity for upcoming COA events.

- **Friends of the COA** – J. Walsh reported that the Friends of the COA will be selling Honey Baked Ham gift certificates at Dover Days. Volunteers are needed for the Salvation Army bell ringers.
- **Citizen Comment** – There were no citizen comments.

A motion to adjourn was made by L. Theodos at 1:00 p.m. and seconded by J. Gavrilles. All in favor.

Respectfully submitted,

Maureen Dilg, Acting Secretary