

Council on Aging Board Meeting Minutes
Wednesday, March 7, 2012

PRESENT: A. Baranick, B. Hagan, E. Bouldry, M. Dilg, J. Hemstreet, B. Murphy, J. Gavrilles, C. Groman, P. McChesney

STAFF: J. Claypoole

GUESTS: J. Panek, M. Schmid and J. Melican, Selectman

Meeting called to order at 11:00 AM

- A motion to accept February's minutes was made by J. Hemstreet and seconded by A. Baranick. All in favor. B. Murphy recommended that C. Groman, J. Hemstreet, B. Murphy and M. Dilg alternate taking minutes.
- A motion was made by B. Murphy and seconded by P. McChesney to accept the Treasurer's Report with a correction to make the February 7, 2012 ending balance \$15,611.79. All in favor.

Old Business

- Van Project – M. Dilg has completed the report the Selectmen requested and will set up meeting with J. Melican, J. Claypoole and D. Ramsay to discuss Dover joining the MWRTA.
- Grant Updates – J. Claypoole provided grant updates. She will post the Volunteer Coordinator's position (\$3,000 grant). She discussed the Gentle Yoga Program and Art For Elders Program (\$5,000 grant).
- Discussion took place on staffing needs. Further discussion will take place on either expanding the Administrative Assistant's position or adding a Program Support individual. Discussed insufficient office space and telephone privacy issues.

New Business

- A. Baranick stated that we should be charging for our coffee. It was decided to charge \$1.00 per cup. J. Claypoole will speak to D. MacTavish regarding the Park and Recreation's account with Costco or BJ's.
- J. Hemstreet will pick up donated bagels and bread from Blue Moon Café on Wednesday night for distribution on Thursday, March 8.
- B. Murphy discussed the CHNA18 Area Health Study. Dover was part of this study which included transportation issues for the elderly.

- Senior Center update: B. Hagan reported that Cheney Engineering has completed work and will present an invoice for \$1,000. Steps 1-4 have been completed. B. Hagan will submit a letter to Town Clerk regarding new subcommittee of the COA. This subcommittee will be called the Senior Center Needs Assessment Committee and will be comprised of J. Walsh, J. Hemstreet, M. Dilg and C. Groman. J. Walsh and M. Dilg met with Dover's State Representative, Denise Garlick, and reviewed with her all the available space currently used by the COA. D. Garlick will research the possibility of grant money that might be available to build a Senior Center. Discussion took place on inviting Emmett Schmarsow, from the Office of Elders Affairs, to be a speaker at a COA luncheon.

Ongoing Business

- **Directors Report** – J. Claypoole discussed the success of the 4th Grade Girl Scouts Random Act of Kindness badge effort creating floral arrangements for 19 Dover elderly. The February luncheon on “Upside of Downsizing” was well attended with 45 attendees. As of today, the March St. Patrick's Day luncheon has 55 people attending. Discussion took place on the logistics of moving supplies to the Dover Church's Kraft Hall, as well as the number of volunteers needed to set up and then clean up after the luncheon. All Board members are invited to attend a discussion on the state's Formula Grant reduction which will take place at a Legislative Breakfast at 9:00-10:30 a.m. at Natick Senior Center, 90 Oak Street, Natick. The Knitting Class is very successful and currently has 12 people attending. A microwave was donated to the COA and placed in the cafeteria at the Caryl Community Center. We have received a donation to provide a class on Therapeutic Chi Gong. The class will begin on Wednesday April 1, from 11:30-12:30 and held at Town Library. The COA has been offered free tickets to Dover Sherborn High School's drama, “Children of Eden” which takes place on March 15th. M. Dilg requested J. Claypoole to include in monthly Director's Report the numbers of seniors served and hours of counseling she provides. J. Claypoole contacted Dept of Elder Affairs regarding CORI checks which are required for COA volunteers. Elder Affairs recommended that she take on this task. COA office still has leak in ceiling above doorway.
- **CMAC Report** – J. Hemstreet reported next meeting is March 14.
- **Travel Committee Report**- J. Gavrilles briefly discussed the trip to Art in Bloom and attending an open rehearsal in Rockport at Shalin Liu Center.
- **Board Member Items** – B. Murphy urged the Board members to invite guests to our monthly luncheons. Discussion took place on raising fee for the larger

luncheons. B. Murphy reported that the Reminiscence Tea went well. March's tea will be Vampires and Vamps. J. Gavrilles led discussion on having an AARP volunteer assist in filling out income tax forms for our seniors. B. Hagan stated the state's Circuit Breaker Tax Credit is important to people whose property taxes are more than 10% of annual income was also discussed.

- **Friends of the COA** - J. Panek reported the Friends voted \$150 for an escorted Broadmoor Audubon Sanctuary bird walk for about 20 people. A DSHS student is designing a logo for the Friend's stationary. The Friends will again participate in Dover Days and sell \$25 gift certificates for Honey Baked Hams. Another Jazz Brunch luncheon will take place later this year at the Sherborn Inn. A Friends donation flyer will be inserted into the April newsletter.

A motion to adjourn was made by B. Murphy at 1:05 p.m. and seconded by A. Baranick. All in favor.

Respectfully submitted,

Cara Groman
Acting Secretary