

**Council on Aging Board of Directors Meeting Minutes
June 4, 2013**

Present: A. Baranick, B. Hagen, C. Groman, M. Dilg, J. Hemstreet, J. Gavrilles,
B. Murphy, L. Theodos, G. Thisse

Staff: J. Claypoole

Guests: J. Dawley

Meeting called to order at 10:00 am.

Secretary's Report: J. Hemstreet made a motion to accept the report. B. Murphy seconded the motion. The motion was approved unanimously.

Treasurer's Report: Balance \$3,323.60 remains for this fiscal year. Discussion followed requesting tracking of monthly expenditures from Gift Fund which currently totals about \$30K. Request was also made to track donations to Friends group. J. Claypoole requested ability to view budget in accounting software to track expenses weekly, rather than asking Accounting Assistant to stop her work and print reports. Motion to accept the report was made by J. Hemstreet and seconded by C. Groman. The motion passed unanimously.

Old Business: Van for Seniors: Highway Department will provide drivers and scheduling will be through the Highway Department. Senior Center: Needs assessment continues. More publicity is needed. M. Schmid is preparing a survey to further assess needs and inform Seniors of the advantages of a Senior Center. Use of Caryl Community Center: A letter was sent to the Selectmen indicating the COA vote to move to the CCC's Art Room, adjacent closets and Blue Room on an interim basis subject to the replication of the COA's current functionality. A copy of the letter was distributed to the Board. J. Claypoole met with K. Warnick and G. Pugatch to discuss needs. Air conditioning to be installed in Director's office only. An appropriate door for the office will assure both visibility and privacy. K. Warnick and Highway and/or Parks and Recreation will move the COA. M. Dilg reported that the Friends would like a wish list which could also appear in the newsletter. M. Dilg recommended an Open House in the Fall for the new COA office space.

New Business: Senior Statistics: J. Claypoole stated Property Tax Worker for COA could be used to gather senior statistics to be used to advocate for seniors needs. These could include amount of real estate taxes paid by Seniors and how much they contribute to the Town.

Ongoing Business:

Board Member Items: B. Hagan reported a letter had been sent to former Selectman Joe Melican on behalf of the Board of Directors and COA Staff thanking Joe for his support of the seniors. Copy of letter was distributed to Board Members. B. Murphy reported the Pot Luck Tea on June 21st at 11:30 in the Blue Room will serve sandwiches and dessert. The Visiting Nurse will take blood pressures. J. Gavrilles suggested having an elder affairs lawyer speak to Seniors about legal affairs. B. Murphy suggested we include G. Thisse in the minute taking rotation after B. Murphy. B. Murphy reminded that more handicap parking is needed, perhaps with a curb cut.

Director's Report: J. Claypoole reported that N. Sims coordinated neighbor to neighbor Spring cleanup, COA to host Coffee with Senator Mike Rush on June 27th at 9AM at Caryl Ctr, Nutritional Seminar on June 18th, Town being audited by IRS questioning status of contractor vs. employee for fitness instructors. Volunteer luncheon is next week at Grace Church – over 100 invitations sent out. Calls or contacts to COA Office include 69 for health care and 54 for other Senior concerns {includes duplication if seniors called more than one time during month} and an ongoing crisis including consultation with Police Department. The At Risk Elders List is updated as needed and shared with Police Dept. Need for updated monitor for Directors' computer was discussed as screen is smaller than other COA computers in Department. Board supported need to request new monitor from Technology Dept. Three seniors, including Board members, were interviewed by Suburban Press on senior's perspective on HS seniors preparing for college. Article to be posted on line and in weekly paper.

There was no CMAC Report or Baypath Representative report. Travel committee has a trip to Tanglewood planned in August. Friends Report and Citizen Comments were recorded above. Discussion about new Board members included preparation of a manual and a nominating committee to suggest candidates. The Board of Selectmen appoints members.

L. Theodos proposed a motion to adjourn the meeting at 11:35AM. J. Gavrilles seconded the motion which passed unanimously.

Respectfully submitted;

Jane Hemstreet
Acting Secretary