

Dover Council on Aging Board Minutes
Thursday, September 10, 2015

PRESENT: B. Hagan, J. Connolly, M. Dilg, G. Thisse

STAFF: J. Claypoole

GUESTS: M. Schmid, Springdale Study Committee, Jack Walsh, Friends of the Dover Council on Aging

Meeting called to order at 10:05 a.m.

Secretary's Report

- A motion to accept the June 2, 2015 Board Minutes was made by J. Connolly and seconded by G. Thisse. All in favor.

Treasurer's Report

- The June 30, 2015 Treasurer's Report was distributed. The balance is \$0.00. Discussion took place on the June JFK Transportation invoice. A motion to accept the June 30, 2015 Treasurer's Report was made by J. Connolly and seconded by G. Thisse. All in favor. J. Claypoole reviewed the COA Revolving Fund – Activities/Transportation FY 2015.
- The September 9, 2015 Treasurer's Report was distributed. The balance is \$27,972.59. A motion to accept the September 9, 2015 Treasurer's Report was made by J. Connolly and seconded by G. Thisse. All in favor. J. Claypoole reviewed the COA Revolving Fund - Activities/Transportation FY 2016.
- The Funding Report for FY 2016 and FY 2015 was reviewed.

Old Business

- COA Senior Bus – J. Claypoole reported on a meeting held with the MWRTA to convert our bus registration to their system. She is receiving many calls from seniors that they are unable to contact the Highway Department in the morning. She has also received feedback that the schedule is too restrictive and is “turning people off.” Discussion took place on finding a backup driver for the bus.
- Springdale Study Committee – J. Connolly reported that as of their last meeting, only 7% of seniors had responded to the survey. The Springdale Study Committee's interpretation of this low response is that seniors don't care.

New Business

Formula Grant FY 2016 -- J. Claypoole reviewed the COA Preliminary Formula

Allocation Budget – FY 2016 and the Narrative for Formula Grant FY 2016. The budget amount is \$10,314 based on \$9.00 per elder for 1,146 Dover elders (per 2010 Federal Census). The formula grant has been submitted to the Selectmen for their approval.

Ongoing Business

- Chairperson's Report – Based on J. Dawley's new work schedule, he has requested the day of the COA Board meeting be changed. Discussion took place on the change of day but no consensus was reached due to conflicting schedules. This will be discussed at a full Board meeting. B. Hagan requested that a draft copy of the minutes be sent to J. Dawley.

- Director's Report - J. Claypoole reported on the following:

Staffing Update – Twenty applications for the position of Outreach Worker have been received. The position is being restructured for a different set of hours to provide a close working relationship with the Director. The Police Department has been assisting with outreach.

Lunches – Community Lunches are beginning this month. David Polansky entertained at the September lunch. She has been connecting with rehabilitation centers to bring in entertainment which helps with the funding of the lunches. The Thanksgiving lunch will take place on November 10.

Programs – The exercise classes will be moving upstairs to the room over the COA office. Zumba Gold, Yoga and Chi Gong classes are beginning this month. The Volunteer Coordinator has scheduled fall cleanup by the football and girl's field hockey teams on October 25.

MCOA Meeting – J. Claypoole will be attending the annual MCOA meeting on October 7-9. A motion for J. Claypoole to attend the MOCA meeting was made by J. Connolly and seconded by M. Dilg. All in favor.

Grant – A \$1,000.00 grant was received from the Needham Bank.

Capital Budget Items – K. Warnick has requested a list of capital budget items. The following suggestions were made: air conditioning in the Blue Room, handrails outside the front door and back door, a button on the front door that can be pushed for the door to open automatically which is needed for seniors using walkers, additional handicapped parking spaces and carpeting for the rear stairs.

- Travel Committee – J. Claypoole outlined the following trips: September 30 a trip to the Norwood Theatre for "A Tribute to Peggy Lee", October 17 a trip to the Fine Arts & Craft Festival at Roseland Cottage and December 3 and 4 a trip to New York City.
- Board Member Items – There were no Board member items.
- Friends of the COA – J. Walsh reported Lifetime Learning classes are about to start and the Friends Annual Jazz Brunch will take place on October 25. We are

waiting for K. Warnick to place the Memory and Appreciation plaques on the wall outside the COA office which were received the beginning of August.

- **Citizen Comments** – J. Walsh expressed his concern with the bathroom renovation project which is a four month project beginning in July 2016. What will happen to COA personnel during construction as the bathrooms on both sides of the COA office will be undergoing renovation? Are there any plans to relocate Janet's office? Is there a Project Manager?

Adjourn

A motion to adjourn was made by M. Dilg at 12:30 p.m. and seconded by G. Thisse. All in favor.

Respectfully submitted,

Maureen Dilg
Secretary