

Dover Council on Aging Board Minutes
Tuesday, May 3, 2016

PRESENT: J. Connolly, M. Dilg, B. Hagan, G. Thisse
Staff: J. Claypoole
Guest: M. Schmidt

Meeting called to order at 10:03 a.m.

Secretary's Report

A motion to accept the April 5, 2016 Board Minutes was made by J. Connolly and seconded by M. Dilg. All in favor.

Treasurer's Report

The May 2, 2016 Treasurer's Report was distributed. The balance is \$6,968.47. A motion to accept the May 2, 2016 Treasurer's Report was made by G. Thisse and seconded by J. Connolly. All in favor. J. Claypool reviewed the following reports: COA Revolving Fund-Activities/Transportation FY 2016 through May 4, 2016 and FY16 Formula Grant. The budget line item for JFK transportation is \$7,500. To date, we have spent \$9,500. We may need to pay the JFK transportation expenses from the Gift Fund if funds are not available in the Revolving Fund.

Old Business

- COA Senior Bus – J. Claypoole reported the bus was not able to begin service on April 12 as the driver did not have his CPR certification. B. Hagan stated that the COA should not be subsidizing another town employee's hours. We must show the need for the bus but it is difficult with the restricted hours due to the driver having another town position. M. Schmid suggested taking a proactive view – what do we need to do so that the MWRTA does not take the van back; ask the MWRTA what is the business model that works for other towns. A suggestion was made to put up a poster that the van is running on Tuesdays and Thursdays, the ride is free, and list places where you can take the van such as library, deli, hairdresser, bank, etc.
- Caryl Renovation – J. Claypoole reported the COA will move to the Town House on June 20. Programs cannot take place between 1:00 p.m. and 2:00 p.m. because the space is the employee's lunchroom. We have been told that during construction, the Blue Room, cafeteria and old library can be used. The Board strongly feels that these spaces cannot be used during the summer because they lack air conditioning. The Board requested J. Claypoole look for other locations in town to hold our programs. The Chickering School

is not an option and the library has been asked if they have space. The churches will be asked to host some of our luncheons.

New Business

- There was no new business.

Ongoing Business

- Chairperson's Report – There was no Chairperson's report.
- Director's Report – J. Claypoole reported she will set up interviews for the Volunteer Coordinator. The requirements for the position were provided to the Board. Staff evaluations are due at the end of the month. The Volunteer luncheon is on May 10. Yoga and meditation classes will be held one day a week during July and will not be held in August.
- Travel Committee Report – J. Claypoole outlined the following trips: Wayside Inn May 18, Norwood Theatre June 8, High Tea at the Langdon Hotel June 17, American Elegance Tour June 18, Newport Flower Show June 24, Majestic Maine Cruise August 2 and Montreal Trip September 19 – 21. M. Schmid mentioned Shredder Day at the Transfer Station is on June 4.
- Bay Path Report – No report.
- Board Member Items – The Board has requested the Selectman's office be notified that we wish Candace McCann to be our liaison since J. Dawley is stepping down.
- Friends of COA – J. Claypoole reported ukuleles have been ordered for the Lifetime Learning Ukulele class. She will also be speaking to K. Warnick concerning loop technology for the hearing impaired in our Blue Room.
- Citizen Comments – There were no citizen comments.

Adjourn

A motion to adjourn was made by M. Dilg at 11:40 a.m. and seconded by G. Thisse. All in favor.

Respectfully submitted,

Maureen Dilg
Secretary