

MINUTES

December 17, 2014

Council on Aging Board Meeting

Senior Center 230 Webster Street Marshfield, Ma 02050

ATTENDANCE: Marcy Amore, Martine Anderson, Joan Butler, Sheila Gagnon, Nancy Goodwin, Tom Halliday, Carol Hamilton, Bill Lyons, Bill Scott, Judy Welch

QUORUM: A quorum was present.

CALL TO ORDER: Meeting was called to order at 3:10 p.m.

APPROVAL OF MINUTES: Approval of November 19, 2014 meeting minutes was moved by Martine and seconded by Bill S. Motion passed.

LIASON REPORTS:

COA BOOSTERS: The Boosters next meeting is scheduled for Monday, January 12, 2015.

OCEC: No meetings were held.

OCPC: No meetings were held

COMMITTEE ASSIGNMENTS AND REPORTS:

BUDGET / STAFFING: Report given by Sheila, Carol and Bill S: Sheila, Carol and Bill S. reviewed COA budget with Town Administrator and Finance Manager. COA budget is good. The Capital Budget was submitted to the Finance Manager for review.

GROUNDS: Report given by Martine: At the December 15th meeting Martine, the new chairperson, and the committee discussed previous work and ideas for the future, including the planned recreation area. To date, the twice yearly cleanups have been successful. Dog waste is a problem. Bill S. will find out what dispensers and signs are used in recreation areas around town. Martine will contact Cindy Castro and Ned Bangs about companies should the committee decide to employ signs to address the problem. An idea to invite private contractors to care for designated ground areas was discussed. Tom Halliday will tour the grounds to get an idea of the size and needs of the property. The next meeting is scheduled for January 15, 2015.

GOVERNANCE: Report given by Nancy Goodwin. At the December 10th meeting the committee accepted the Evaluation Policy. At this COA Board meeting it was given to the Board for a 30 day review. The committee also reviewed the Vision Statement. The next meeting is scheduled for January 6, 2015 at 1:30 pm. .

EVALUATION: (new) No meetings were held.

EVENTS: (new) The committee is being held in abeyance.

PROJECT DEVELOPMENT COMMITTEE: (new) As Phase two develops the committee will be activated.

STRATEGIC PLANNING: No meetings were held.

TRANSPORTATION: No meetings were held.

MARKETING AND OUTREACH: Report given by Tom Halliday. Tom, the new chairperson, and the committee discussed the best locations for signs advertising COA activities and reviewed the Marketing Plan Outline. The contact at Gatehouse was identified as Morgan Weidmann. Tom will begin attending Chamber of Commerce meetings to identify businesses willing to work with us and to grow our membership and their businesses. Joan Weinman gave a report regarding a sub-committee proposal about interviews of seniors with the Mariner, continuing to work with the high school and Boys and Girls clubs and to propose having a Senior Mentor help with homework, drawing and painting and music. The next meeting is scheduled for Thursday, January 15, 2015.

SELF ASSESSMENT STEERING COMMITTEE: Report given by Bill Scott. At the December 11th meeting the Steering Accreditation Committee reviewed the Community Connections section of the Self Assessment Workbook in preparation for the next Community Input Committee. The committee decided to have a policy on research involving our clients. At least, any college/university group should meet their school's IRB requirements and secure their approval. Another CIC committee will be contacted during the next two weeks to review the Community Connections section. The next meeting and time will be determined by the chairperson.

DIRECTOR'S REPORT:

- 1) We have applied for a grant for \$2600 for an aging Mastery program. The program is a wellness based program with 12-15 modules. It offers incentives for healthy behavior. It measures behavior over time. It is through MCOA and Grant Recipients should be announced shortly.
- 2) We are running a diabetes education program starting the first Monday in March for 5 consecutive weeks in coordination with the Norwell VNA.
- 3) The Rotary Club of Scituate is offering a free community luncheon to 45 seniors on January 24, 2015 @ noon. The COA will provide transportation.
- 4) The luncheon at the café at the new high school was a big success with 30 seniors in attendance. We transported people via the bus. The high school culinary program would like to invite the seniors back periodically. They would also like to develop a dinner theatre matinee program within the next year.
- 5) Barry Cornwall is gearing up for the new AARP Tax Season. We will have at least 2 new trained counselors to assist in the program.
- 6) The Variety Show is tomorrow and there are 80 people coming for Lunch and over 100 coming to the show itself.
- 7) The DPW has recently done a fall clean-up for the Senior Center. It has alleviated much of the debris and leaves from blowing back into the building.
- 8) One of the volunteers in the kitchen has recently approached me about establishing a face book page. There is a young volunteer in the community that is willing to set up and maintain a face book page for the COA. I plan to meet with her next week to see what might be possible.
- 9) The rug cleaning machine has arrived and we are just waiting for training.

- 10) We have fixed the pilots on the stove through a local vendor.
- 11) We are hoping to start a new Mah Jong Group at the Center. I have a facilitator who is willing to have some seasoned players as well as people who want to start from scratch and learn the game.
- 12) We are going to a new electronic payroll system within the next several weeks. We received training this week and will do a dry run this week.
- 13) Dr. Barry will be offering the Gift of Years Course for 5 weeks starting on January 26th. This course works with the text: Gift of Years and addresses the many concerns of aging.
- 14) Our mission statement is now hanging in large print in the front vestibule.

OLD BUSINESS: The Zoning Board and the Conservation committee voted to approve Phase One of the CPC Project.

NEW BUSINESS: The inadequacy of signs made for Senior Center was discussed. Request for qualifications of Phase Two CPC Project was discussed.

NEXT MEETING: Next COA Board meeting .is scheduled for January 21, 2015.

ADJOURNMENT: Meeting was adjourned at 4:35 p.m. It was moved by Martine and seconded by. Marcy. Motion passed.

Respectfully submitted,
Joan Butler, COA Board Secretary