

MINUTES

July 16, 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, Carol Hamilton, Judy Welch

ABSENCE EXCUSED: Bill Lyons, Bill Scott

QUORUM: A quorum was present

CALL TO ORDER: Meeting was called to order at 3:05 P.M.

APPROVAL OF MINUTES: Martine moved to approve the minutes of the June 18, 2014 meeting. It was seconded by Marcy. Motion passed.

LIAISON REPORTS:

COA BOOSTERS: Carol, Donna and Edie discussed the Volunteer Recognition event.

OCES: Report given by Nancy Goodwin. Updates from the June 24, 2014 meeting: EOEA will expand Alzheimer's Coaching Training to more than one person at each ASAP. They are also moving toward a Silver Alert Pilot which pre-registers folks at risk, making it easier to find someone who may wander off.

OCPC: No meeting this month.

COMMITTEE ASSIGNMENTS AND REPORTS:

BUDGET / STAFFING: No meeting was held this month.

GROUNDS COMMITTEE: No meeting was held this month.

GOVERNANCE: Report given by Nancy Goodwin. At the July 1, 2014 meeting the committee reviewed the Emergency Displacement and Continuity of Operations policy. It was given to COA Board members for review-----to be voted on at the next COA Board meeting. The next Governance meeting is scheduled for July 22, 2014.

STRATEGIC PLANNING: At the July 10, 2014 meeting the committee updated the COA Long Range Plan--2012 to 2017. It also reviewed the strengths and weaknesses of S.W.O.T., a structured planning method used to evaluate strengths, weaknesses, opportunities and threats involved in achieving our mission. At this COA Board meeting it was decided that Sheila and Carol will create a strategic plan flow chart of all committee duties and responsibilities that will be updated quarterly.

TRANSPORTATION: No meeting was held this month.

MARKETING AND OUTREACH: Report given by Martine Anderson. At the June 20, 2014 meeting ways to fulfill Accreditation requirements were discussed---focus on seniors and early retirees, encourage partnership with other town organizations, make our mission statement and motto more known, continue to

visit 'over 55" and residential complexes and evaluate our marketing needs. The next meeting is scheduled for July 25, 2014.

SELF ASSESSMENT STEERING COMMITTEE: Report given by Marcy. Information about Accreditation of this COA will be in the August Link with articles monthly going forward. The main challenge of this committee now is to include Senior Center participants in the self-assessment process. There is a mandate to include community members and participants in the process. We have asked for volunteers to work on this project and will continue to ask people outside of the COA Board to help us.

VOLUNTEER RECOGNITION EVENT: At the July 9, 2014 meeting the committee reviewed the agenda including menu, speakers, entertainment and special recognition. The next meeting is scheduled for August 19, 2014.

DIRECTOR'S REPORT:

- 1) The annual report to the Executive Office of Elder Affairs is due on August 26, 2014. We are currently inputting statistics from April.
- 2) The Formula Grant Application is due on August 12, 2014. The grant was level funded.
- 3) We have had to split the Lifelong Learning Boston Harbor Islands Tour into 2 trips in order to accommodate the large group of people that have signed up. The dates will be July 26th and August 9th. We are currently calling all of the participants.
- 4) The lifelong Learning Committee is now planning their fall program and will meet on July 29th at 12:30.
- 5) The kick-off is September 16th from 9:30 – 11:30.
- 6) The Art in Bloom Exhibit will take place on August 12th from 10-12. The Visiting Angels have offered to sponsor breakfast for the event.
- 7) We have scheduled another wisdom works program for September 23, 2014. It is a four part series and will run through October 4th.
- 8) Social Security will be coming on Wednesday, August 20 from 1-3. They will be assisting people to set up accounts to access social security information, as the local offices will no longer be offering this service. Our lab volunteers will also be on hand to learn and assist.
- 9) AARP is recruiting new volunteers for the upcoming 2014-2015 tax season. We are working with the regional supervisor Deb Etzel. We are working with AARP to try and resolve the issue of CORI checks.
- 10) Old Colony Elder services will be presenting an in service on Protective Services. It will take place on August 13, 2014 at 1:00. I would like to invite Board Members, staff and Volunteers.
- 11) We will be offering Flu Clinics in the fall with Osco Pharmacy on September 25, October 2, and 23rd.
- 12) The town is offering family budget training as they are transitioning to a bi-monthly payment system.
- 13) Technology Fair originally scheduled for August is being rescheduled for September 8th from 9-4.
- 14) I called DPW about the signs they promised to put up and have not since our last meeting. They promised to put them up next week, per the foreman, Jim Kent.

OLD BUSINESS: New Board member, Thomas Halliday, will be sworn in and will attend the next Board meeting.

NEW BUSINESS: The Board discussed deactivating the Transportation Committee and creating a Project Evaluation Committee. The Advisory Board held their July meeting at the Senior Center for the purpose of touring the Center and looking at the second floor. Board members will attend the Protective Services meeting on August 13, 2014.

NEXT MEETING: The next COA Board meeting is scheduled for August 20, 2014 @ 3:00 P.M.

ADJOURNMENT: Meeting was adjourned at 4:20 P.M. It was moved by Martine and seconded by Marcy. Motion passed.

Respectfully submitted,
Joan Butler, COA Board Secretary