

MINUTES

June 21, 2017

Council on Aging Board Meeting

Senior Center 230 Webster Street, Marshfield, Ma 02050

ATTENDANCE: Marcy Amore, Martine Anderson, Joan Butler, Sheila Gagnon, Carol Hamilton, Bill Lyons, Maureen Rosenberg, Bill Scott, Paul Winget and guest Liza Corbett, Secretary of the COA Boosters Board

ABSENCE EXCUSED Barbara Van Houten

QUORUM: A quorum was present.

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

APPROVAL OF MINUTES: Paul moved to approve the minutes of the May 17th meeting. Marcy seconded. Motion passed. Sheila Gagnon and Bill Lyons abstained

LIAISON REPORTS:

COA BOOSTERS: At the June 12th meeting members discussed final preparations for Cabaret Night taking place on June 24th at the Marshfield Elks. Beginning on July 17th Boosters will now meet on the 3rd Monday of every month at 10 a.m. Membership has greatly increased this year. Board also discussed plans for their November 4th Craft Fair. Secretary Liza Corbett will attend the next COA Board meeting

OCES: No meeting

OCPC: At the May 25th meeting guest speaker Nicole Long, Executive Director of Old Colony Elder Services, gave an overview of programs and services that the Brockton Area OCES provides. This includes, but is not limited to, emergency assistance, adult family care, family caregiver support, home care, nursing services, information and referral services and nutrition services. The Brockton area serves over 1600 meals, including Meals on Wheels, daily. Elder abuse is a top priority and on June 22nd a "March Against Elder Abuse" is scheduled to take place. Participants will meet at the Plymouth COA at 11:00 a.m.

COMMITTEE ASSIGNMENTS AND REPORTS:

ACCREDITATION: No meeting

BUDGET / STAFFING: No meeting

GOVERNANCE: No meeting

GROUNDS: No meeting

EVALUATION: At the June 13th meeting the committee reviewed the Evaluation Plan & Tracker developed by Lynn. We discussed ways to improve feedback. This includes having focus groups rather than written evaluations which mostly get turned in saying "all good".

EVENTS: The COA Boosters are working on the Volunteer Luncheon which is to be held on October 14th at this Senior Center.

TECHNOLOGY: No meeting

MARKETING / OUTREACH: The committee continues to work with MCTV on developing a video to support Marketing/Outreach efforts. We are in the process of identifying and contacting individuals to be interviewed for the video. Filming is scheduled to begin on June 26th and be completed by early September. Lynn and Maureen attended a presentation at the Chelmsford Senior Center on Best Practices in Digital Marketing for Senior Centers. Enterprise Banking made the presentation and focused mostly on Facebook. It was very informative and will be helpful as we expand our use of social media.

PROJECT DEVELOPMENT: An outline on the Senior Center Expansion plan was given to COA Board members and Sheila discussed its progress. Bill Last, Jr, a member of the CPC Board, has volunteered to facilitate tree and stump removal and to bring in fill for the next phase of parking lot expansion.

STRATEGIC PLANNING: At the May 31st meeting the committee reviewed and updated the Café Survey and its cover letter. Our consensus of a café is this—it's a dedicated area or portable cart that is separate from the main dining room and distinct from the congregate lunch program. The updated survey clarifies the information we are requesting by using the words "a distinct and separate café" in question one. Based on the suggestions received from other COAs on who to contact and upon further review of the original survey an updated survey was sent to the following COA's for further information (Kingston, Barnstable, Holyoke, Chelsea, Northborough and Hopkinton. The committee plans to visit the Hingham and Kingston COAs. The next quarterly meeting is scheduled for July.

TRANSPORTATION: No meeting

DIRECTOR'S REPORT:

- 1) Maureen Saunders has gotten appointed by the BOS to represent the Town of Marshfield on the Old Colony Elder Services Board for fiscal 2018.
- 2) Grand Opening for new Library Plaza Renovation will be held on Saturday, June 24, 2017 from 4:00 to 6:00 pm.
- 3) Sheriff Joseph McDonald Jr and District Attorney Tim Cruz will be hosting a Triad picnic on Thursday, June 29th at 12:00. I have a few tickets if anyone on the Board would like to go to represent Marshfield. It will be held at 24 Long Pond Road, Plymouth.
- 4) The air conditioning is now up and running in function room 2 & 3 and the Administrative Office areas.
- 5) The Elks are having a Summer Bash Dinner for the seniors on Sunday, July 9, 2017. Tickets will be available at the Senior Center. COA transportation will be available upon request
- 6) I am working with the town finance heads on ordering the new bus. A recent assessment of the 12 passenger bus revealed many maintenance issues that would be very costly to fix.
- 7) A new GATRA contract has arrived for Fiscal 2018 with a budget of \$102,000. It is in the process of being signed by the town. I have asked GATRA for an additional bus in the next round of DOT funding.
- 8) The Board of Selectmen have acknowledged that Joan Butler and Bill Lyons have asked not to be reappointed to the COA Board. We have 2 vacancies.
- 9) Still on for this month; Dr. Kylander is coming on Thursday, June 29th at 10:00 on pain management. There is a Charlie Card Event on June 30th from 10-1. We have a new fitness with strength training and aerobics class with Janet Enos on Wednesday mornings.
- 10) We are working on a number of new programs; Pilates, Computer Training, a bereavement support group and a trip to the Kennedy Library in August.
- 11) The Boosters Jazz night is coming up next weekend on June 24th. They hope to sell more tickets but have about 80 sold. The craft fair is scheduled for November 4th.
- 12) The Boosters have approved the purchase of two more round tables for a cost of about \$2500.
- 13) The COA is working with the Library on the Mass Memories Road Show on October 28th from 9-4. It is in coordination with UMass and is an event based history project that digitizes personal photos. The contributors are invited to share photos and the story behind the photos.
- 14) The Sheriff's department continues to paint the exterior building section by section. There is a bird nest with eggs on a down spout and we called Mass Audubon for advice.
- 15) The COA is working with the town clerk and will be scheduling a meeting to come up with a plan for request for public records. The town will also be able to provide training to town departments in July.
- 16) The Encore Job Seeking Program Grant ended in June. We are anticipating more Grant \$ in September and anticipate that the program will run from September – June of 2018. It was very successful and evaluations will be shared with evaluation and accreditation committees. Mary Kay Brown, MCOA called today and confirmed that they would like to continue the Encore Program with Marshfield and Halifax.

- 17) Brian Adams announced that the town received a green community grant. The Senior Center will be one of the buildings that will be the recipient of the funding. They plan to upgrade all of the interior lighting to LED. These bulbs will last longer and be more energy efficient.
- 18) We have a new volunteer that is off from college for the summer. I have contacted him and will set up an appointment in the near future to talk about working on the grounds.
- 19) We will offer an "AARP Smart Driving Course" August 14th.
- 20) The two new evidence based courses are proving to be very popular. Tai Chi is filled with 25 people with a waiting list. The Healthy Eating has 7 sign ups but we could use more participants for that program.
- 21) Ron McGrath computer club leader is retiring as is Lorraine Rodolph, digital photography facilitator. We are looking for a replacement for Ron.
- 22) Rocco Longo is retiring as of February 2018.
- 23) Please see the new budget calendar for Fiscal 2019.

OLD BUSINESS: No old business

NEW BUSINESS: The COA Board thanked Joan Butler and Bill Lyons for their many years of service at this Senior Center. Sheila asked if start time for the monthly board meeting can be changed from 3:00 p.m. to 3:30 p.m. Members will reflect on this and discuss it at the next meeting.

COA BOARD VOTES: The COA Board voted to recommend the candidacy of Maureen Saunders to the COA Board. Sheila moved and Martine seconded the motion. Motion passed. Carol will write a letter to the Selectmen with this recommendation.

NEXT MEETING: The next COA Board meeting is scheduled for July 19, 2017 @3:00 p.m.

ADJOURMENT: Meeting was adjourned at 5:00 p.m. It was moved by Sheila and seconded by Marcy. Motion passed.

Respectfully submitted,

Joan Butler for COA Board Secretary Barbara Van Houten