

MINUTES

May 18, 2016

Council on Aging Board Meeting

Senior Center 230 Webster Street Marshfield, Ma 02050

ATTENDANCE: Joan Butler, Sheila Gagnon, Carol Hamilton, Bill Lyons, Bill Scott, Barbara Van Houten and guest Paul Wingate.

ABSENCE EXCUSED: Marcy Amore, Martine Anderson, Nancy Goodwin

QUORUM: A quorum was present.

CALL TO ORDER: Meeting was called to order at 3:03 P.M.

APPROVAL OF MINUTES: Sheila moved to approve the minutes of the March 16, 2016 meeting (no meeting in April) It was seconded by Barbara. Motion passed.

LIASON REPORTS:

COA BOOSTERS: Bill S. And Carol attended the May meeting where Booster term limits were discussed. Bill talked about the favorable outcome at Town Meeting where \$25,000 was given to the COA for a study on expanding the 2nd floor of the Senior Center. COA Outreach/Marketing may work with the Boosters on future events. Carol discussed possible replacement of some dining room tables from Boosters funds. She handed out a written quote.

OCES: No report.

OCPC: At the April 28th meeting guest speaker, Melissa Weidman, Director of Community Relations & Outreach for the non-profit, community based organization HopeHealth talked about services they provide, including hospice, dementia & Alzheimer's care at both private homes & nursing facilities. She focused on the benefits & misconceptions of hospice care and explained that hospice provides holistic help that includes psychosocial & spiritual care along with pain & symptom management. She reviewed the 5 Wishes book with us & mentioned that sometimes a patient wants to fill out this book, just not with a family member & that a hospice volunteer who has been trained to help patients & caregivers will help with that and many patients requests.

COMMITTEE ASSIGNMENTS AND REPORTS:

ACCREDITATION: At the May 11th meeting the committee reviewed the April 27th Community Input Committee's (CIC) feedback on the Governance section of the Accreditation manual. It was viewed as favorable. The committee agreed to meet after the next CIC meeting if the chairperson deems it necessary.

BUDGET / STAFFING: Town meeting approved \$25,000 for a study on expanding 2nd floor space at the Senior Center and \$144,900 for more parking spaces and stairs.

GOVERNANCE: Accreditation Chair, Marcy Amore, attended the May 3rd meeting to present the latest version of Board Main Governance Policy. With Marcy, the committee reviewed the policy and voted to bring it to the COA Board at their next meeting for a 30 day review. The committee also reviewed the Policy Manual Table of Contents. The next meeting is scheduled for June 7th.

GROUNDS: Under the One Heart Many Hands/ Program many high school students volunteered to rake, weed, trim shrubs and mulch the Senior Center grounds. The COA provided a pizza lunch for all volunteers.

EVALUATION: At the April 28th meeting the committee discussed the Suggestion Box and the process of responding to it and publishing results. After discussing choices for degrees of satisfaction on our feedback questionnaires the committee selected the standardized version of five choices, based on the Likert Scale, widely used in scaling responses to survey research. The committee received copies of Evaluation requirements for accreditation, will review them and will discuss how we will meet submission requirements at our next meeting which is scheduled for May 26th.

EVENTS: No report.

MARKETING / OUTREACH: No report.

PROJECT DEVELOPMENT: No report.

STRATEGIC PLANNING: At the April 19th meeting the committee reviewed and updated its long term plans. Discussion included the following---increase parking capacity, complete accreditation process, enhance and increase fundraising capacity, give financial assistance to elders, increase awareness and visibility of COA programs and expand nutrition options and services.

TRANSPORTATION: GATRA received about 180 responses to its survey.

DIRECTOR'S REPORT:

- 1) The ABB Optical in Marshfield will have a local fundraiser in May where employees raise the money and the company matches the gift. We can expect a donation sometime in June.
- 2) We received funding from annual town meeting for the design study for the Senior Center Expansion for \$25,000. The next step is to get together to come up with a plan to move forward.
- 3) We received funding from CPC to create 21 parking spaces and to replace the stairs and hand rails to the ball fields. I am working with the DPW Engineering on getting things going for the project. Work needs to conclude on the walk path. There is one more drainage issue that needs to be addressed with Mass Reclamation before we can close out the job on phase one.
- 4) The Elks will provide a summer dinner bash for the seniors on Sunday, July 17, 2016 at 12:00 noon. There will be 140 tickets available.
- 5) We had 107 participants for the health fair, 42 vendors, 7 screening clinics, and about 47 attendees in the 3 workshops. We had \$490 in donations.
- 6) We are actively recruiting participants for the Live Your Life Well Workshop for June 13th. We hope to get 40 people.
- 7) The dishwasher broke on Monday, May 9, 2016 and flooded the kitchen and dining room area. It will be approximately \$700 to fix.
- 8) The Mass Bar Association is coming for elder law month but the original date for May 26th had to be changed to June 6th @ 1:00 pm.

- 9) We will be offering a Diabetic Self-Management Group, Thurs., May 26th, from 10-12, (5 sessions)
- 10) We are having an active shooter presentation on w Triad, June 8th at 1:00 by the Marshfield police.
- 11) We are working with the Garden Club the Annual Garden on tours to 6 homes in Marshfield. The tour is on Tuesday, June 21, from 10-3, and we will provide a bus to those that are interested.
- 12) We have scheduled a trip to the Isabella Stewart Gardner Museum on Sunday, July 13, more details to follow.
- 13) We will have a Tri Town Read on Monday, June 13th at 1:00 with Library Director Cyndee Marcoux on the book "The Marriage of Opposites".
- 14) I contacted the Sheriff's Dept. about painting the outside of the building. The foreman asked me to call him the end of May. He is hoping that the amount of manpower available will improve by then.
- 15) Positive news thus far with the Formula Grant Budget, the State House of Rep's and Senate has passed an increase for line item 9110-9002.
- 16) We will have a student intern starting mid-September from Bridgewater State University from the School of Social Work, her name is Kathleen Small.
- 17) Volunteer Manual is complete for the Board's review and comment, see handout.
- 18) Please see 6 month report for SERVtracker Statistics.
- 19) See articles on Senior Centers and the growth in Senior Population
- 20) See list of potential program needs.
- 21) Reduced Hours for Senior Aides, our aide has been reduced from 15 hours to 10 and will tentatively revert back to the original # of hours in the new fiscal year.

OLD BUSINESS: No report.

NEW BUSINESS: Terms of three Board members expire in 2016. Sheila made a motion to add Paul Wingate to the Board to fill Thomas Halliday's unexpired term. Joan seconded. Motion passed unanimously. We will notify the BOS of our recommendation.

COA BOARD VOTES: Sheila made a motion to add Paul Wingate to the Board to fill Thomas Halliday's unexpired term. Joan seconded. Motion passed unanimously. We will notify the BOS of our recommendation.

NEXT MEETING: The next COA Board meeting is scheduled for June 15, 2016.

ADJOURMENT: Meeting was adjourned at 4:55 P.M. It was moved by Sheila and seconded by Bill L. Motion passed.

Respectfully submitted,
Joan Butler, COA Board Secretary