

MINUTES

March 18, 2015

Council on Aging Board Meeting

Senior Center 230 Webster Street Marshfield, Ma 02050

ATTENDANCE: Marcy Amore, Joan Butler, Sheila Gagnon, Nancy Goodwin, Carol Hamilton, Carol Hamilton, Bill Scott, Judy Welch and guest Barbara Van Houten

ABSENCE EXCUSED: Martine Anderson, Bill Lyons

QUORUM: A quorum was present.

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

APPROVAL OF MINUTES: Marcy moved to approve the minutes of the February 18, 2015 meeting. Tom seconded. Motion passed.

LIASON REPORTS:

COA BOOSTERS: Report given by Carol. At the February 23rd meeting the board discussed the newly created Business Advisory Council. Its purpose is to get leaders with a variety of skills to help the Boosters raise awareness in the community and build relationships for future fundraising. The Murder Mystery Luncheon scheduled for April was discussed along with the current membership drive.

OCES: Report given by Nancy Goodwin. At the February 24th meeting Susan Wills did a presentation on the Home Care Program. Intake, referral and home care eligibility were discussed. As of January 13, 2015 OCES and the Mayflower RSVP, Inc have merged. RSVP (Retired and Senior Volunteer Program) engages volunteers 55 and over to help improve the lives of people in Plymouth County. OCES feels this addition will help expand its volunteer efforts.

OCPC: Report given by Joan Butler. The February 26, 2015 meeting was cancelled because of inclement weather. The next meeting is scheduled for March 26, 2014

COMMITTEE ASSIGNMENTS AND REPORTS:

BUDGET / STAFFING: No meetings were held.

GROUNDS: No meetings were held.

GOVERNANCE: Report given by Nancy Goodwin. At the March 11th meeting the committee discussed changing the Sexual Harassment Policy (this is a town policy) by creating a cover sheet for it. It also reviewed and revised the Information and Referral Policy. Members will create their version of a Memorial Policy and bring it to the next meeting which is scheduled for April 14, 2015. At today's COA Board meeting Bill S. moved to accept the cover page for the Research Policy. Marcy seconded. Motion passed. Bill S. also moved to accept the Vision Statement. Marcy seconded. Motion passed.

EVALUATION: No meetings were held. Bill S. is researching evaluation information.

EVENTS: No meetings were held.

PROJECT DEVELOPMENT: No meetings were held.

STRATEGIC PLANNING: No meetings were held.

TRANSPORTATION: No meetings were held.

MARKETING AND OUTREACH: Report given by Tom Halliday. At the March 16th meeting the committee continued to set objectives—3 or 4 members will work on this. Tom will attend the South Shore Chamber of Commerce meeting on March 20th. Tom suggested that, along with us, the COA Boosters may want to join the Chamber of Commerce.

ACCREDITATION COMMITTEE: No meetings were held.

DIRECTOR'S REPORT: DIRECTOR'S REPORT March 2015

- 1) Dishwasher \$2500 to fix. The cost of purchasing a new dishwasher is \$16,771.05
- 2) Boosters approved \$3000 to get the old one fixed temporarily and will then revisit purchasing a new machine and the fundraising needed for it.
- 3) Boosters approved purchase of arm chairs for \$2400; they increased the Director's discretionary fund back up to \$1000. Boosters are doing a raffle at the Senior Center.
- 4) Master Plan Public Forum Presentation at the Senior Center on Wednesday, changed from March 25th 6:30 – 8:00 to April 8, 2015.
- 5) One Heart Many Hands May is Friday, May 1, 2015. We need the grounds committee or any adult volunteers to help with supervision. The next grounds meeting is March 26th.
- 6) The Aging Mastery is going well we had 14 people on a wait list besides the 30 enrolled. Many of the modules have been scheduled and others are being worked on.
- 7) The Fiscal 2016 Budget was level funded on the expenses side. However, there is a deficit due to the potential layoff of IT support. The IT may no longer be able to cover IT and Supplies. The total impact could be a \$3000 - \$4000 loss.
- 8) The advisory board will be meeting to vote on budgets on Monday nights.
- 9) Capital Budget will not approve any requests for FY 2016 as there is no money per e-mail from Rocco Longo, Town Administrator.
- 10) Health Fair May 12th 10-12:30. This is a new time frame. Vendors workshops, screenings, give aways
- 11) First phase of recreation walk path and parking bids due tomorrow at 11:00 at the DPW. There were two amendments made to the original scope in hopes of scaling down the costs.
- 12) Second phase of recreation being worked on draft survey is available. And COA will work on this with Weston and Sampson. We plan to meet with the firm to discuss our needs and also to put a work committee together to come up with the best survey. The survey will be distributed on line, at the Senior Center, Library, Recreation Department, town hall and to youth baseball.
- 13) The Kick Off for Lifelong Learning will be on Tuesday April 14th from 9:30 to 12:00. Handout.
- 14) We have had several leaks due to frost heaves etc. but nothing major.
- 15) Legislative Breakfast – Monday March 23, 2015 bus leaves at 9:00 we need more participants.

- 16) Dancing with Angels April 11th we still need to sell 4 tickets for the Marshfield table. We also need raffle items and they are asking for restaurant gift cards.
- 17) There will be a joint meeting of the advisory board and board of selectmen next Tuesday night at 7:00 town hall. Board members are needed to attend.

OLD BUSINESS: No old business was discussed.

NEW BUSINESS: The Volunteer Coordinator reviewed plans for the 2015 Volunteer Luncheon to be held on October 3, 2015 at the Senior Center. Bill S moved to request \$300 from the Boosters for this event. Tom seconded. Motion passed.

NEXT MEETING: Next COA Board meeting is scheduled for April 15, 2015.

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

Respectfully submitted,
Joan Butler, COA Board Secretary