

## **MINUTES**

February 18, 2015

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 and Carol Hamilton.

**ABSENCE EXCUSED:** Bill Lyons, Bill Scott, Judy Welch

**QUORUM:** A quorum was present

**CALL TO ORDER:** Meeting was called to order at 3:14 P.M.

**APPROVAL OF MINUTES:** Martine moved to approve the minutes of the January 21, 2015 meeting. It was seconded by Tom. Motion passed.

### **LIASON REPORTS:**

COA BOOSTERS: No meetings were held. Next meeting is scheduled for February 23<sup>rd</sup>. Cream and sugar allocation of \$500 approved by the Boosters. The sugar and creamers have been purchased.

OCES: No meetings were held.

OCPC: Meeting scheduled for January 29<sup>th</sup> was cancelled because of storm.

### **COMMITTEE ASSIGNMENTS AND REPORTS:**

BUDGET / STAFFING: No meetings were held.

GROUNDS: No meetings were held.

GOVERNANCE: Report given by Nancy Goodwin. The committee met on February 13<sup>th</sup>. After reviewing the latest draft of the Vision Statement, Bill S. moved to accept and present it to the COA Board for a 30 day review. Marcy seconded and motion passed. The committee also reviewed the cover page and attachment for the Research Policy. Joan moved to accept and present it to the COA Board for a 30 day review. Bill S. seconded and motion passed. At this Board meeting both were presented to the Board for the 30 day review. At the February 13<sup>th</sup> meeting the committee also reviewed latest draft of the Information and Referral Policy, including bulletin boards. The next meeting is scheduled for March 11, 2015.

EVALUATION: No meetings were held.

EVENTS: No meetings were held.

PROJECT DEVELOPMENT: Report given by Sheila Gagnon. In the process of moving forward with Phase 1 of the outdoor recreation project an advertisement for bids will be in the Mariner between March 2<sup>nd</sup> and March 18<sup>th</sup>. On February 11<sup>th</sup> Carol and Sheila met with the CPC Board and had a favorable discussion about funding a needs assessment study and design plan for Phase 2 of the outdoor recreation project.

STRATEGIC PLANNING: Report given by Carol Hamilton. At the January 20<sup>th</sup> meeting the committee reviewed and updated the Long Range Plan 2012-2017.

TRANSPORTATION: No meetings were held.

MARKETING AND OUTREACH: No meetings were held. Tom discussed a marketing plan he's creating for this senior center that includes our partners in Marshfield, seniors and baby boomers.

ACCREDITATION COMMITTEE: No meetings were held.

**DIRECTOR'S REPORT:**

- 1) Aging Mastery training is next week on the 26<sup>th</sup>. Karen went on WATD and did a public service announcement about the program. We have 16 people thus far. The program starts on March 12<sup>th</sup>
- 2) Diabetes Workshop, we have 4 people and are looking for 2-4 more. The program starts on March 2, 2015.
- 3) The Mah Jong group is off to a great start with about 14 people in attendance.
- 4) Social Service and Volunteer Coordination are receiving several calls for help with shoveling, roofs, broken pipes and housing.
- 5) Several activities have been disrupted due to the weather and many programs and services have been cancelled.
- 6) The dishwasher is broken and will need a major repair or replacement.
- 7) I have contacted Brian Adams to come look at the roof and the icicles surrounding the building.
- 8) I met with the town financial team and town counsel about revamping the tax relief program. The finance manager is attempting to convert the program from the treasurer's office to the assessor's office. This will take some time to figure about but the goal is to complete this by Fiscal 2016.
- 9) Meetings will begin shortly regarding the FY 2016 budget. The budget is \$1.5 million in the red, despite removing all the requested new positions.
- 10) There is a hiring freeze per the town administrator, effective immediately.
- 11) Judy Sansone, SS Coordinator and I are attending a meeting with several social service agencies and Jim Cantwell to talk about potential disaster help for those that have been displaced by the storms.
- 12) John Hall has asked several departments to meet with him (Recreation, COA, and Library) regarding economic development. Feb 25, 2015 @ 8:30 – 12:00.
- 13) We met with Visiting Angels today regarding the fundraiser for the COA's and Plymouth Phil Harmonic. The event is on April 11<sup>th</sup> at about 6:00 pm. We will need to sell 10 tickets at a cost of \$75. There are 5 COA's involved. More information to follow.
- 14) We will be holding a Legislative Breakfast at the Plymouth COA for Marshfield, Plymouth, Duxbury, and Kingston, on March 23<sup>rd</sup> at 9:00 am. I would like to recruit Board members and patrons to travel to Plymouth to attend. We will take a bus.

- 15) Income tax appointments are in full swing and there are appointments book up through the end of March. The program goes through April 10<sup>th</sup>.
- 16) We had a lifelong learning planning meeting yesterday with about 14 venues planned that include; Art, Music, History, Religion, Food around the World, Wellness, Pub Chats and more.

**OLD BUSINESS:** No old business was discussed.

**NEW BUSINESS:** Sheila requested that the Governance Committee create a Memorial Policy.

**NEXT MEETING:** The next COA Board meeting is scheduled for March 18, 2015.

**ADJOURMENT:** Meeting was adjourned at 4:43 P.M. It was moved by Martine and seconded by Tom. Motion passed.

Respectfully submitted,  
Joan Butler, COA Board Secretary