

**DARTMOUTH
COUNCIL ON AGING
MINUTES – BOARD MEETING**

628 Dartmouth Street - Dartmouth, MA

April 22, 2013

2013 MAY - 71 A 8:53

DARTMOUTH TOWN CLERK

A meeting of the Dartmouth Council on Aging Board of Directors was called to order at 2:45 P.M. April 22, 2013 by Chairperson, Eleanor J. White, held in the Doris Simpkin Room at the Dartmouth Council on Aging, 628 Dartmouth Street, Dartmouth, MA.

Board members present: Margaret Anderson (Peg), Maria Connor, Joan Foster, Elaine C. Lancaster, Cynthia G. Morris, Susan Mandra Thompson Esq., Wayne F. Whalley and Eleanor J. White. Cynthia A. Marland Ed.D arrived at 3:40 pm.

Excused: Robert W. Carney **Absent:** Edward F. Iacaponi

Staff members present: Debra Raymond, Director; Ana Lopez, Adult Social Day Care Director. Pamela Tavares, Principal Clerk absent.

Pledge of Allegiance

MOVED and duly seconded: **Minutes dated March 25, 2013**

Motion made by Susan Mandra Thompson, seconded by Wayne F. Whalley and unanimously voted to approve the Council on Aging Board Minutes of March 25, 2013.

MOVED and duly seconded: **Treasurers report by Debra Raymond**

No report. March Expenditure report not matched with Town. Susan Mandra Thompson would like a copy e-mailed when ready.

Motion made by Joan Foster, seconded by Wayne F. Whalley, and unanimously voted to accept the Treasurers Report.

MOVED and duly seconded: **Corresponding Secretary report by Susan Mandra Thompson.**

- Susan read a letter from Liz Joseph/Life Enrichment Director acknowledging the generosity of the "Needleworkers" who donated beautiful handmade lap robes to the residents of Emeritus.

Motion made by Wayne F. Whalley, seconded by Cynthia Morris and unanimously voted to accept the Corresponding Secretary's Report.

* Originals of the above correspondence can be viewed at DCOA Clerk's Office file.

MOVED and duly seconded: **Council on Aging report by Debra Raymond.**

Ms. Raymond reported that she met with all staff before she left on vacation. A schedule of room changes because the floor in the main room was being redone was distributed. Meals were moved to a different location and the Thursday Group was the only group canceled. The janitor sealed and waxed the new floor once it was installed. Debra reported the cellar flooded while she was on vacation. The expansion tank let go. \$10,000.00 dollars from Social Day retained earnings to cover the insurance deductible will go on Spring warrant. The Director reported Jerry/Janitor was out due to surgery. The Volunteer Party held April 3, 2013 was a success. CPR Training will be held April 25, 2013 for the employees who did not attend the last training.

Motion made by Wayne F. Whalley, seconded by Elaine C. Lancaster, and unanimously voted to accept the COA report.

MOVED and duly seconded: **Senior Social Day report by Ana Lopez**

Participants: 55 attended program, 2 new clients, 1 Hospitalized,
3 Closed, 1 Respite, 1 Vacation, 1 Deceased.

Billing:

March Summary:

ARAW \$2,720.00
Coastline Elderly \$12,865.00 *(23,865.00)
Private Pay \$3,625.00 *(1,170.00)
The Family Caregiver Program @ 37 units
Total amount billed: \$19,210.00
*Total billed but not yet received \$27,755.00
"FY13" \$440.00 loss of income

Ms. Lopez reported Title III audit is scheduled for May 14, 2013 at 9:00 a.m. On April 8, 2013 met with David Cressman, Greg Barnes and the Finance Committee to review \$11,128.00 (20% match to an 8 seat wheelchair van from DOT/CESD). There is enough money in retained earnings to cover the cost. The budget matched the Town for March. The vehicle gas and food accounts are running low the Town is aware (previously reported). The Chevy still waiting for radio to be installed (previously reported).

* Social Day Program Budget & Expenditures for March. * Originals of the above correspondence can be viewed at the DCOA Clerk's Office on file in the Minutes Binder.

Motion made by Joan Foster, seconded by Cynthia Morris, and unanimously voted to accept the Senior Social Day report.

MOVED and duly seconded: **Coastline Board of Directors Report by Margaret Anderson.**

Mrs. Anderson reported Coastline is behind in their finances so payments will be late. Coastline reported finally getting a profit in some areas due to keeping better tract of people working in home field. Peg stated that other communities had officials (Chief of Police, Executive Administrators, etc.) going out and delivering meals. She proposed that our Town Administrator, David Cressman might deliver meals also.

Motion made by Elaine C. Lancaster, seconded by Cynthia Morris, and unanimously voted to accept the Coastline Board of Directors report.

MOVED and duly seconded: **Friends of the Elderly report by Maria L. Connor.**

Mrs. Connor reported that the garages were coming along and that she met with the DPW regarding the electrical that will be going in underground. Mrs. Conner stated the DFOE will make a float for "Dartmouth Celebrates 350" parade and the calendar for 2014 Volunteers of DCOA will be represented on the float. A request to know finances of the Friends of Elderly was denied because the DFOE is a 501c Non Profit.

Motion made by Wayne F. Whalley, seconded by Susan Mandra Thompson, and unanimously voted to accept the Friends of the Elderly report.

MOVED and duly accepted: **Outreach report by Debra Raymond.**

March: 6 home visits (4-SD 1-ND 1-NB), 19 telephone consultations (10- SD 8-ND 1-NB), 12 office visits (6-SD 2-ND 4-NB), ARAW – 7 consults (3-SD 3-ND 1-NB)
Referrals: 1 Medicare, 4 CESI, 4 Housing, 1 DTA, 6 Safelink, 1 SHINE, 2 PACE, 2 At-Risk, 2 Transportation.

Ms. DiPietro was contacted by NaviCare SCO, Olivia Botelho. Amy will be attending CESI Health Fair held in Fairhaven with the Director of Social Day and the Activities Coordinator on May 9, 2013. May 21, 2013 Ms. DiPietro will also attend a health fair at Whites with the Activities Coordinator.

Motion made by Margaret Anderson, seconded by Elaine C. Lancaster, and unanimously voted to accept the Outreach report.

MOVED and duly accepted: **Personnel Advisory Committee (PAC) report by Susan Mandra Thompson.**

No report at this time.
Debra reported she heard the principal clerk had applied for another position with the Town.

Motion made by Joan Foster, seconded by Wayne F. Whalley and unanimously voted to accept the Personnel Advisory Committee report.

MOVED and duly seconded:

Mrs. White gave an update on the Veteran's Memorial from the previous meeting. The Veteran's Advisory Board did check with the Town and there are no plans for a Veteran's Memorial. They will submit a blueprint to the DCOA Board prior to the COA Board vote for the memorial to be erected on the DCOA grounds.

Motion made by Wayne F. Whalley, seconded by Margaret Anderson and unanimously voted to nominate Edward F. Iacaponi as the new Chairman of the DCOA Board.

The Chairperson noted that the next meeting will be held on Tuesday, May 28, 2013 at 2:30 P.M. in the Doris Simpkin room located at the Council on Aging, 628 Dartmouth Street, Dartmouth, Massachusetts.

Motion made by Wayne F. Whalley, seconded by Margaret Anderson and unanimously voted to adjourn at 3:45p.m.

For the
Council on Aging

Respectfully Submitted,
Pamela Tavares
Principal Clerk

Eleanor J. White
Chairperson

Attachments: Budget Reports for Social Day
Audio tape: A, # 0 to 947 on file in DCOA Clerk's Office
DesktopCOA Board/Minutes of Meetings 4.22.13docx

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