

Approved at the November 23, 2015 Meeting

**DARTMOUTH
COUNCIL ON AGING
MINUTES – BOARD MEETING**
628 Dartmouth Street - Dartmouth, MA
October 26, 2015

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DARTMOUTH TOWN CLERK

A meeting of the Dartmouth Council on Aging Board of Directors was called to order at 3:00 P.M. October 26, 2015 by Chairperson, Susan Mandra Thompson Esq., held in the Doris Simpkin Room at the Dartmouth Council on Aging, 628 Dartmouth Street, Dartmouth, MA.

Board members present: Susan Mandra Thompson Esq., Maria Connor, Cynthia A. Marland Ed.D, Wayne F. Whalley, Margaret Anderson, Eleanor J. White, Edward F. Iacaponi, Robert Carney and Daniel S. Fournier.

Board members absent:

Excused: Cynthia Morris, Elaine Lancaster

Staff members present: Heather J. Sylvia, COA Director; Amy Dipietro, Social Day Director; Angela Bothelo, Principal Clerk; Nancy Miller, Activities Coordinator.

Pledge of Allegiance

MOVED and duly seconded: **Minutes dated September 28, 2015**

The chair called for questions and/or comments regarding the minutes of September 28, 2015.

Motion made by Robert Carney, seconded by Wayne F. Whalley and unanimously voted to approve the Council on Aging Board Minutes of September 28, 2015.

MOVED and duly seconded: **COA Director's Financial Report.**

Ms. Sylvia reported that Title III funding through Coastline Elderly ended September 30, 2015. It was not reapplied for but will be when the RFP becomes available again.

Financial information for both September and October was provided to the Board by Ms. Sylvia.

Motion made by Robert Carney, seconded by Edward F. Iacaponi and unanimously voted to accept the COA Director's Financial Report.

MOVED and duly seconded: **Corresponding Secretary report by Margaret Anderson.**

There was nothing to report at this time.

MOVED and duly seconded: **Council on Aging report by Heather Sylvia.**

Interviews were held for the part time driving position that is available for both the COA and Social Day program. The COA position was offered to Ken Cotta. Human Resources needs to process paperwork before he can begin.

The Board was provided with the flyer from Coastline Elderly Services advertising their 6-week program "Caring for the Caregiver" which will be held at the COA on Fridays beginning November 6, 2015.

Ms. Sylvia announced that an afternoon Zumba class had started on Tuesdays at 4:00 p.m. There were 13 participants in the class. After the holidays a second class may be added.

Ms. Sylvia informed the Board that she had met with the Officer Affonce from the Police Department regarding the LoJack Safety Net program they promote. This is a fee for service that provides a GPS enabled wristlet to seniors with a dementia or other diagnosis that may cause them to wander.

There was discussion among the Board members regarding the upcoming census and ways to encourage seniors to complete it in a timely manner and also discussed marketing ideas for the Senior Center.

Motion made by Wayne Whalley, seconded by Robert Carney, and unanimously voted to accept the COA report.

MOVED and duly seconded: **Treasurer's Report**

Mr. Carney announced that he had established a Sunshine Fund, through the Dartmouth Friends of the Elderly, on behalf of Board members and had envelopes printed to allow for anonymous donations among members.

Mr. Carney also informed the Board that he will keep a log of donations so that an accurate report can be presented to the Board monthly.

It was unanimously voted by Board members to add the Treasurer's Report back to the monthly agenda.

Motion made by Wayne Whalley, seconded by Eleanor White and unanimously voted to accept the Treasurer's Report.

MOVED and duly seconded: **Senior Social Day report by Amy Dipietro.**

Interviews were held for the part time driving position that is available for both the COA and Social Day Program. The Social Day Program position was offered to Thomas Allen. Human Resources needs to process paperwork before he can begin.

It was announced that the Annual Fashion Show, sponsored by Dartmouth Friends of the Elderly, would be held on Friday, December 11, 2015 at 6:00 p.m.

There was discussion about the delay in payment from some funding sources based on their financial cycles.

Motion made by Wayne Whalley, seconded by Margaret Anderson and unanimously voted to accept the Senior Social Day report.

MOVED and duly seconded: **Coastline Board of Directors Report**

Due to Coastline Elderly's Annual Luncheon, there was no meeting.

Mr. Fournier presented a summary of his orientation from Coastline to the Board.

Motion made by Margaret Anderson, seconded by Wayne Whalley 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 announced that the Annual Veterans Breakfast would be held at the Senior Center on Friday, November 6, 2015.

Mrs. Connor has reviewed the grant application that was submitted by the Social Day Program, through Coastline Elderly Services, to MA DOT for a new van. This application was denied. This was the basis for Mrs. Connor approaching BayCoast Bank for a donation towards the purchase. The Finance Committee has approved the Social Day Program using retained funds for the balance of the purchase price.

Motion made by Daniel S. Fournier, seconded by Robert Carney and unanimously voted to accept the Friends of the Elderly report.

MOVED and duly accepted: **Outreach report by Heather Sylvia.**

Ms. Sylvia reported that Mrs. Hull has been extremely busy soliciting food donations for the Holiday baskets. PACE Fuel Assistance applications are also now available for new clients.

The Weather Alert Clock Radios, purchased through a grant obtained by the Dartmouth Rotary, have arrived at the Senior Center. Students from Dartmouth High School will program them before distribution.

Motion made by Daniel S. Fournier, seconded by Wayne Whalley, and unanimously voted to accept the Outreach report.

MOVED and duly accepted: **Personnel Advisory Committee (PAC) report by Margaret Anderson**

Mrs. Anderson suggested that the COA Board approach the Select Board regarding the possibility of increasing the Activities Coordinator's hours from 18 to 28. She stressed the importance of as many people as possible attending the Select Board meeting to show support.

Mrs. Anderson also stated that Mr. Cressman had expressed concern about long term funding for the position but that she assured him that had been taken into consideration before the proposal was brought to him. This position would be funded 100% (salary) from the Executive Office of Elder Affairs Formula Grant and the Town would only be responsible for the cost of the benefit package.

Motion made by Robert Carney, seconded by Wayne Whalley and unanimously voted to accept the Personnel Advisory Committee report.

MOVED and duly accepted: **Notice of next meeting**

The Chairperson noted that the next meeting will be held on Monday, November 23, 2015 at 3:00 P.M. in the Doris Simpkin room located at the Council on Aging, 628 Dartmouth Street, Dartmouth, Massachusetts.

Motion made by Eleanor White, seconded by Wayne Whaley and unanimously voted to adjourn at 4:00 p.m.

For the
Council on Aging

Respectfully Submitted,
Heather J. Sylvia
Director, Dartmouth Council on Aging

Susan Mandra Thompson, Esq.
Chairperson