



Town of Fairhaven Massachusetts

COUNCIL ON AGING INFORMATION AND REFERRAL CENTER

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BOARD OF SELECTMAN
FAIRHAVEN MASS

Council on Aging

Board of Directors Board – Minutes

Monday, January 9, 2012

Present: Albert Borges, Jeff Osuch, Jerry Brecken, Gerri Frates, Lindsay Gordon, Joan Mello, Francis Cox, Anne Silvia, Lee Cummings Allaire

Absent: Joseph Borelli, Elaine O'Neill

Joan called the meeting to order at 9:33am. The meeting was legally posted, Lindsay was recording the meeting.

December Minutes Review:

There was one correction to the last name of one of the board members; Elaine O'Neill has two l's and not one l (Elaine e-mailed this correction after the meeting).

On the cover page of the board packet the title needs to be changed. Joan Mello should be listed as Chairperson and not Vice Chairperson. (Elaine e-mailed this correction after the meeting).

All accepted the December minutes and Francis 2nd the motion, all were in favor.

Treasures' Report:

The COA expenses were \$17,051.97 for the month of December. Heat light and power was \$853.64 for the month of December.

The board had a discussion about the heating system concerns. The heating system had not been set correctly and the result was that the system was not producing enough heat. Jeff explained that the staff needed to be trained so that everyone that was responsible for the heating settings would be able to operate it correctly. He has asked Warren from the Recreation Center to look into having a representative come out to the center to do training.

Social Day- revenue of \$14,790.00, the expenses were \$11,436.00 with income of \$3,300.00 for the month. Year to date our total revenue is \$73,700.00 which is \$3,000.00 less than last year. The clients for social day were up to 389 units for the month. The five dollar increase has been implemented and there are 16 clients paying the extra five dollars on their private pay days. The estimated gain is about \$5,000.00. There was one client that due to the increase will be coming one less day per week which is a loss of \$520.00. Social Day will be requesting an increase from ARAW for their clients. Lucille will be working on the increase with ARAW.

A motion was made by Al to approve Treasure's Report and Francis 2nd the motion, all were in favor.

Gerri gave a copy of the budget to Jeff for next year. Two percent was taken off of each line item as the overall request was to reduce the budget by 2%.

Old Business:

The pancake breakfast will be held on the 22nd of January from 8am-11am.

The February Sunday event will be on February 12th from 12:30 to 3pm. Victor will be the entertainment hosting a dancing event.

The March Sunday event will be on March 17th featuring a luncheon of corn beef and cabbage.

New Business:

The annual report was submitted to the town hall

The Selectmen have received a letter from Jack Oliveira for his request to join the board.

Social Day Report:

As mentioned there was an increase in the clients attending the social day program.

Joan commented that the clients had a wonderful time in the month of December with all the special events and parties. It was mentioned that Anne had a special sweet bread French toast event as well as other baking for the holiday.

Motion by Francis to accept the Social Day Report and Gerri 2nd, all were in favor of the motion.

Director Report:

The COA will be getting two vans. One from Coastline that will be delivered in March and one from Serta as well that is scheduled to be delivered in March.

Lindsay asked what we would do with the old vans and Jeff explained that the old vans would need to be declared surplus and would be sold at auction. The money from the auction would be donated to the general fund. The option came up that we could offer an old van to Coastline towards the 20% that we have to pay for the van from Coastline. Anne was going to reach out to Anne from Coastline to see if she would be interested in a trade-in towards the 20% due for the new van.

Anne is going to start meeting with the transportation team each month and host an in-service as well during that meeting. Basic 1st aid will also be reviewed during the in-service for the transportation staff.

Gerri made a motion to accept the directors' report and Francis 2nd the motion, all were in favor of the motion.

Meeting was adjourned at 10:30am, Al made the motion to adjourn and 2nd by Lee, all were in favor of the motion.

Respectfully Submitted,

Lindsay Gordon