



Anne Silvia  
Executive Director

**Town of Fairhaven  
Massachusetts  
Council on Aging  
Information and Referral Center**

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**Council on Aging  
Board of Directors Board – Minutes  
Monday December 10<sup>th</sup> 2012**

Present: Jerry Brecken, Gerri Frates, Lindsay Gordon, Jack Oliveira, Joan Mello, Jeff Osuch, Anne Silvia, Francis Cox

Absent: Elaine O'Neill, Joseph Borelli, Dottie Reid, Lee Allaire, Albert Borges

Joan called the meeting to order at 9:40am. The meeting was legally posted, there was no one recording the meeting.

Joan appointed Jack to voting members

**November Minutes Review:**

Correction- Under the Social Day Report from last month the section regarding the offices for Sue and Joyce being moved back needs to be changed to, Joyce and Sue moved their offices to the office area next to the conference room.

Correction – Tap in Time is not meeting ounce a month rather every other week.

Correction – The bill for heating and cooling that Gerri and Anne were going to bring to the Fin Com meeting will not be done. This can be removed from the November minutes.

Motion made by Francis and 2<sup>nd</sup> by Jack to approve the minutes, all were in favor.

### **Treasures Report:**

COA expenses were \$15,916 with a year to date amount of \$63,368 in expenses YTD, which is 30% of the budget YTD. Payroll is over by 20% from last year which is due to the fact that we didn't have a Director for a few of the months in the prior year.

Jeff questioned the office supplies and cleaning supplies line items as they are showing 74% of the budget used YTD. This was due to bulk buying and has already been reviewed.

Social Day – The expenses for November were \$8,795 and YTD they are \$40,093. The revenue for November was \$13,461 and YTD it is \$77,681. The NOI for the month was \$4,666 with a YTD total of \$37,588.

2013 expenses compared to 2012 YTD is \$4,900 under.

It was noted that gasoline is under by \$600 plus compared to last year. There was a discussion amongst the board about the usage of vans and the amount of trips being taken. The review of the \$600.00 is from Sept, Oct and November.

Anne will be reviewing current mileage usage compared to last year.

Motion to accept the Treasures report made by Jack and 2<sup>nd</sup> by Francis, all were in favor of the motion.

### **OLD Business:**

The Bocce court on hold until Spring

The benches were purchased for the Bocce court and will be delivered to the BPW until we are in need of them in the Spring.

Motion to accept Old Business made by Gerri and 2<sup>nd</sup> by Jack, all were in favor.

### **New Business:**

Martap grant was submitted for the new copier, Anne has sent out a grant for this. The new computer was ordered for outreach.

Motion to accept new business was made by Francis and 2<sup>nd</sup> by Jack, all were in favor.

### **Social Day Report:**

The Social Day Veterans attended the Veterans luncheon that was held at the COA.

On November 14<sup>th</sup> they had a Thanksgiving Meal for the Clients and the Staff and volunteers.

The donated lunches are continuing for Social Day which is a savings of \$600 just last month.

Cindy Reddy is a new senior aid with Social Day from Coastline.

Three clients were discharged – one clients medical needs superseded what our Social Day can handle and that client was referred to Active Day in Fairhaven and is now attending that program. There was one client who passed away and the other client had a change in medical condition and is unable to attend the program.

Motion made by Gerri to accept the Social Day Report and 2<sup>nd</sup> by Jack, all were in favor of the motion.

**Director Report:**

**In-House Events:**

- 12/6 Fall Risk program held by Fall River Family Services, about a dozen people attended
- 12/13 Rosa Farizo from South Coast Legal Services gave a presentation to the seniors
- 12/12 Christmas Party for Social Day
- 12/18 Single Supper Club Christmas Party
- 12/14 NY Life presentation on protecting your assets
- 12/20 Pot Luck Holiday Party for Staff and Volunteers

**Outside Events:**

- 12/8 Old Time Christmas Fair – ornament Table
- 12/14 Anne to attend the open house at SCIL
- 12/16 Staff and Volunteer Christmas Party at the Century House
- 12/21 Social Day Party at the Century House with Active Day

Anne will be supplying bake goods to the disabled Veterans as part of a fundraiser

The Alarm sensor had to be changed as it was not working correctly and the Police were called two times and responded.

Sound System is repaired and working

The internet access is upgraded to Business Class

Received \$500 from Mr. Day from the Father's Day Road race

Received \$300 donated from the DAV to use towards the he Veterans that attend our program

Anne has partnered with DSS to donate artificial Christmas Trees by the seniors to needy families.

Lighting is needed for the front and side entrances for the building. We had someone fall after leaving the senior supper club when it is dark, Anne to speak with the BPW.

LGBT group to continue to be planned with Coastline Elderly, Meetings to be held at the COA, goal is ounce a month with food and a guest speaker.

Meeting was adjourned at 10:45, the next meeting is to be on January 14<sup>th</sup> 2013.

Respectfully Submitted, Gerri Frates