



Anne Silvia  
Director

## Town of Fairhaven Massachusetts

**Council on Aging**  
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### Council on Aging

### Board of Directors Board – Minutes

**Monday, February 13th, 2012**

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

Absent: Joseph Borelli, Elaine O'Neill, Francis Cox

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

#### **January Minutes Review:**

There were no changes to the January minutes.

All accepted the January minutes and Jerry 2<sup>nd</sup> the motion, all were in favor.

#### **Treasurers' Report:**

COA expenses for the month were \$12,156.00 for the month of January. Heat light and power expense for the month was \$1,263.00. Year to date we have spent \$5,600.00 on that line item and last year we had spent \$5,800.00.

Social Day expenses were \$9,917.00. The total revenue for social day was \$12,534.00 with income of \$2,616.00. To date our revenue is \$86,000.00 and last year it was \$88,500.00 so we are \$2,300.00 down in revenue. Our expenses year to date are \$66,381.00 and last year the expense were \$63,600.00 so we are up \$2,700.00 on our expenses.

Gerri amortized the expenses and revenue for the remainder of the year, the revenue will be \$148,000.00 and the expenses will be \$114,000.00 which means we cannot hit the \$125,000.00 allowance. Our income would be about \$35,000.00 which we need to pay to the town so that leaves nothing for the reserve.

There is potential for additional revenue as the COA is hosting monthly fundraisers, has raised the cost for the private pay clients and is going to be working with ARAW to have an increase for their clients as well.

Gerri asked Jeff about the additional expense for the benefit cost that is not being covered by the town as it was in the past for a social day employee. Jeff asked Gerri if she would like to be added to the agenda for the Select board meeting on 2/22/2012. Gerri will be attending the meeting to discuss this added expense. Jeff did explain that Social Day is supposed to be a self-sufficient program.

Lindsay brought up the option of looking into a grant that might help to offset and or cover the amount of the additional benefit costs.

Al made a motion to accept the treasures' report and Jerry 2<sup>nd</sup> the motion. All were in favor of the motion.

### **Old Business:**

The pancake breakfast was held on the 22<sup>nd</sup> of January we made \$200.00 and split \$100.00 to Social Day and \$100.00 to the COA.

### **New Business:**

Serta Van – Anne tried to register the van and the registry said that Serta is not able to have leased vehicles as they are not set up by the department of revenue to have leased vehicles.

Gerri asked if in the past when we got new vans if we had to pay the 20%? The board was not sure if they had paid or not. Anne will be asking Coastline if they are interested in buying back one of the old vans instead of declaring it surplus.

Al made a statement that the town has not ever contributed to the purchase of a new van. He mentioned that other departments have new cars and or other vehicles and that the COA has not had any contributions.

Valentines party – We made \$589.00 and after expenses we split \$395.00 between Social Day and the COA. Everyone that attended had a great time and is looking forward to the next fundraiser/event. Anne and Anne's family volunteered at the fundraiser along with staff from Social Day and a few Board Members.

Annual Report was resubmitted as they said that it had not been received. The budget and the articles have been submitted as well.

Dotti Reid's appointment as an associate member was made by the Selectmen to our board last week.

ARAW Grant has been received. It was received in a lump sum as it has been in past years.

Time Clock Cards- it seems that some staff time clock cards have been disappearing. Two time cards were missing just last week. The cards are kept in the office area hallway. Joan brought up the suggestion of employees keeping their time cards with them and locking them up in their desk and or somewhere where their card would be safe. The recommendation from the board was for Anne to review this concern

at her next staff meeting and that if an employee was caught taking someone else's card that they would be terminated.

Time clock- Al made a motion to take the money out of the gift account to pay for the time clock and Jerry 2<sup>nd</sup> the motion. All were in favor of the motion.

### **Social Day Report:**

There was a van driver that is no longer working at the COA and a new van driver is starting on February 13<sup>th</sup>. There also is another van driver for the COA that is injured and unable to work for a while, Al Borges volunteered to help drive the van 3 days a week in the meantime.

### **Director Report:**

Discussion about a senior that lives in town that is in need of services. This senior does not have the availability to prepare and or keep food in the home. Personal hygiene is also a huge concern for this senior as well. The senior is at risk by staying in her home, she is an extreme hoarder. The senior didn't have heat but through the COA she now has oil so that the home has heat. The senior is attending the lunch program almost every day at the COA. Anne has been working with Bristol Elder Services as well as the Fairhaven Police. The recommendation from the board and Jeff was for Anne to speak to the BOH to see how they might be able to help.

Single Seniors Supper Club – This is a new club that Anne found out about from the Harwich Senior Center. A woman started this program there after a senior took his own life and the message that he left was that he just could not eat one more meal alone. Anne sent letters to the local grocery stores to see if they will help be part of the program. Anne is going to work with a student to help with this project. There might be a slight charge around \$3.00 not to make a profit but to just cover the costs.

Fitquest Fairhaven – weekly meeting (Every Thursday) for health and wellness. It will involves the participants getting weighed in and a student from UMASS Dartmouth is going to partner with Anne to host nutrition in services at the meeting. Once the student is done with school Anne is going to have the dietician run the program. This will be an AM program 9:30am -10:30am. People might want to share recipes and also engage in some type of exercise, wither walking outside or somewhere in the building.

South Coast VNA – will be hosting a fundraiser in the fall and looking for a place to hold this fundraiser. It is a butterfly release and Anne was asked to host the fundraiser at the COA. Anne has joined the committee. The butterfly would need to be purchased by the people in attendance and then they will release the butterflies all together. The meeting will be at the COA in preparation for this event.

Anne will be hosting some in-services in March, Beacon Adult Foster Care is going to be doing an in-service for caregivers. People Inc. is going to be having a diabetes in-service and MA Hospice is going to be doing a series of 3 starting in March Hospice 101, a program for veterans and a program called the 5 wishes (healthcare proxy etc..).

Grandparents raising Grandchildren started last month and there were only two people in attendance. Anne is working with the schools and sent a letter to the schools that would be sent home with the children.

The COA has a new trip coordinator Kathy Burton, who also volunteers for Social Day on Thursdays. Kathy has met with Nancy and Nancy showed her the ropes so she is all set to start.

Anne has joined the commission on disability. The group is going to use the COA space and there is going to be a disabilities fair hosted at the COA.

Gerry made a motion to accept the director's report and Lee 2<sup>nd</sup> the motion. All were in favor of the motion.

Meeting was adjourned at 10:30am, Al made the motion to adjourn and 2<sup>nd</sup> Jack, all were in favor of the motion.

Respectfully Submitted,  
Lindsay Gordon