



Anne Silvia
Director

Town of Fairhaven Massachusetts

Council on Aging

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Council on Aging Board of Directors Board – Minutes Monday, July 16th 2012

Present: Jerry Brecken, Gerri Frates, Lindsay Gordon, Anne Silvia, Francis Cox, Dottie Reid, Joseph Borelli, Elaine O'Neill, Jeff Osuch, Jack Oliveira, Albert Borges, Lee Cummings Allaire, Joan Mello

Absent: n/a

Joan called the meeting to order at 9:30am. The meeting was legally posted, there was no one recording the meeting.

June Minutes Review:

Joan Mello was present at the June meeting and was added to the present in the June 2012 minutes.

Joe questioned the age limit changing to 55 years young. He suggested that Anne ask Anne at Coastline regarding the services and guidelines around that age being changed to 55.

Gerri made a motion to approve the June minutes review and Francis 2nd the motion, all were in favor.

Treasures Report:

Gerri gave a financial review of YTD expenses and revenue for the COA and Social Day.

The COA expenses for the month of June were \$18,230.07; the year-end total expenses were

\$150,553.86. There was \$14,197 left in the budget in which \$3,397 was left in the utilities budget.

Social Day revenue was \$14,220 for the month and the year-end amount was \$162,742. Total year-end expenses for Social Day were \$14,323, leaving \$48,302.00. The amount to be transferred to the town is

\$35,000 and the remaining \$13,302 will be added to the reserve account.

To start of 2013 the total reserve is \$42,557.00

Joan pointed out that with the increase in clients that the Social Day program is in need of additional staffing. Anne was going to speak with volunteer Kristine about accepting a 10 hour paid position. Joe suggested a review of the staffing for state compliance and possible a sub-committee to help with staffing review. Anne felt that at this point with there being no talk at the state level to change the staffing requirements that Social Day was ok as far as meeting the standard.

The board reviewed the staffing patterns and schedule and gave suggestions on altering staff hours to help cover the busier days and or hours in a particular day when there is more staff needed. Jeff helped with the review of the schedule with the board.

There was a motion made by Francis to approve the Treasures Report and Lee 2nd the motion, all were in favor of the motion.

OLD Business:

New computer was purchased for \$1,159. The MATRAP grant was received.

New Business:

Anne spoke to Anne at Coastline regarding the COA Fair in 2013 being held in Fairhaven. The option of using a school in the town was discussed. Jeff made a suggestion to use East Fairhaven as that school has a good area for parking. Elaine suggested having the fair in April during the school vacation.

The option of Hasting Middle School was discussed too as they have tables and chairs that could be used. Joan offered to speak to Chase Canopy to see what they could do with the pricing for rental of tables and chairs.

The ribbon cutting was held the prior Wednesday for the new van. State Representative Bill Straus attended the ribbon cutting along with Selectman Charles Murphy.

Social Day Report:

Sue, Joyce and staff attended the Home Instead Dementia in-service: "Techniques to Manage Behaviors". Seniors attended the Senior Prom at the Dartmouth COA.

The new van driver Debra has been hired and started

The American Veterans Cookout went well

The clients of Social Day attended a cookout sponsored by Emeritus in Dartmouth.

A new policy needs to be developed regarding clients being dropped off and picked up on-time. For those clients that are provided transportation after the program is over to their home, if no one is home and the client is not to be left home alone, there needs to be a next option in place for that client. Anne is going to work on the new policy.

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

Director Report:

The following dates are events that were held at the COA and or will be held:

- 7/11 Butterfly Release
- 7/16 SC VNA Meeting
- 7/16 Dehydration in-service Caretenders
- 7/18 Ribbon Cutting
- 7/19 Single's Meeting
- 7/26 Dental Hygienist

The van provided transportation on 7/6, 7/7 and 7/8 to the Vietnam moving Wall in our community.

64 ornaments were sold at the Homecoming Fair. The remaining will continue to be sold.

There is a crack in the new van that needs to be replaced/fixed

The COA received coupons for the Farmers Market and 75 were received in total. There were 82 requests and the 1st 75 will be awarded the coupon.

Anne is working with the senior class students at Fairhaven High school for a cultural grant.

Anne would like permission to renew the subscription for the Stand Times paper.

Francis made a motion to accept the Directors Report and Al 2nd the motion, all were in favor of the motion.

Gerri made a motion to adjourn the meeting and Lee 2nd that motion and all were in favor.

The meeting was closed at 11:02am

Respectfully Submitted,
Gerri Frates