

Laurel

**GROVELAND COUNCIL ON AGING
BOARD OF DIRECTORS MEETING
MINUTES 06/17/2015**

TOWN OF GROVELAND
2015 OCT - 1 AM 11:53
TOWN CLERK
RECEIVED/POSTED

CALL TO ORDER: 9:05 AM. Motion by Ron Mertens, second by Anita Wright. 2 new members introduced and welcomed.

ATTENDING: Anita Wright, Lynne Stanton, Ron Mertens, Carl Much, Frank Sadowski, Dot DiChiara and Laurel Pucholski.

ABSENT: None

MINUTES: Review of minutes from May 20. Motion to accept without correction by Ron Mertens, second by Frank Sadowski.

TREASURER REPORT: Reviewed and discussed ledger summary from Town Accountant, Jackie Sullivan. Balance Sheet accepted as submitted. Motion to accept by Anita Wright, second by Ron Mertens.

DIRECTOR'S REPORT: Old Business: Van to be posted for sale on municipal website after July 1, 2015.

COA Newsletter now posted on grovelandma.com
Awaiting Formula Grant documents from the State.
Hosted a well done Medicare 101 Program.

New Business: 2 rocking chairs funded by the Sciacca Memorial Fund were ordered for pick up week of June 22.

CORI Forms were distributed for renewal.
Reviewed 2015 Formula Grant Activity.
MVRT Van discussion.

COMING EVENTS:

- | | |
|-----------------------------------|-------------------------------|
| Monday Movies | Throughout July |
| Digital Hearing with Dr. Anderson | August 11 |
| Birthday Bash Dates | July 9 and August 13 |
| Friends Town Wide Yard Sale | September 19, 8:00 AM-2:00 PM |

Approval of Membership for Dot DiChiara and Laurel Pucholski,
Special Meeting dates July 22 and August 19.

NEXT MEETING: 09/16/2015, 9:00 AM, at Public Safety Building.
(Review of June Minutes)

ADJOURNED: 10:45 AM. Motion to adjourn by Anita Wright, second by Carl Much.

SUBMITTED: Anita Wright

Groveland Council On Aging

Director's Report

June 17, 2015

Old Business

- ☞ **Old COA Van** Van will be posted for sale on Municibid website after July 1.
- ☞ **Newsletter** COA newsletter is now available on the www.grovelandma.com (COA department) website. We will post each month. As time goes by, we hope to see a drop in our snail-mailed newsletter. *no more paper*
- ☞ **Formula Grant** Grant application *still* not recv'd.. Usually due end of July/early August. *~\$10,000 based on 2010 census*
- ☞ **Medicare 101 Program** We had 8 folks in attendance. Two from Haverhill. Spent about 45 minutes summarizing the Medicare "alphabet soup" followed by question/answer period. Seemed well received.

New Business

- ☞ **Elders** Two protective services reports submitted. Vanessa does an excellent job w/ paperwork and follow up on such issues.
- ☞ **Board** Board members must fill out new CORI request forms. Thank you!
- ☞ **Trips/Programs** 2 special trips planned to Ipswich Museum and Addison Gallery in Andover. Curated by Ellen Hart (former PHS art chairperson), Mitch's mystery ride, Tower Hill Botanic Garden, PEM, and Museum of Russian Icons.
- ☞ **Staff** Walt had a great vacation. Vanessa was out sick for 2 days. Nisha will likely carry over 2 vacation days into the next fiscal year. I'll likely be carrying over 9. Max is 10 to be used by end of September (90 days).
- ☞ **"Memorial Rockers"** Update from Anita on purchase. I have included a special "thank you" in our July / August newsletter indicating what the board's done with the funds. Total amount received from the Richard Sciacca Memorial Fund was \$955.12.
- ☞ **FY15 Budget** On target. See Town Accountant's financial summary for May 2015. I've included my spreadsheet "detail" for your review. I differ from Town Accountant on Outreach line item by \$2.71. Will find likely "operator error" next week. Just spent ~\$610 stocking up on office supplies. Finance Director has paid March, April, May and June phone bills for Town Hall departments. That may only occur this fiscal year. There's hope of replacing our current phone system after the new fiscal year begins. Likewise a new server to help mitigate the PC aggravations all of us currently go through.
- ☞ **FY16 Budget** New payroll change sheets (based on new hourly rates) have been submitted to Finance Director / Payroll for all COA staff members.
- ☞ **MVRTA Van** All is well. Data summary sheets will be submitted the first week in July for May / June to finalize FY2015 transportation.
- ☞ **Brown Bag Program** We now pick up for 11 Groveland families on the 4th Thursday of every month. *- USDA also 2x/m*
- ☞ **Board of Selectmen** Meeting with BoS on June 15. Ron, Anita and Frank in attendance with me. ~ 40 min. discussion of MVRTA Ring & Ride transportation expansion + COA "Senior Life Center" and / or space needs. Discussion.

Coming Events

July ☞ ~~July~~ Events

- Monday Movies* - 4 in July + 5 in ~~July~~ *August*
- Digital Hearing w/ Heidi Anderson* - Tues., August 11 (10:00am) Outreach office
- Diabetic Shoe Clinic* - Wed., August 19 (10:00am) in Center Meeting Room Town Hall
- Birthday Bash* - Thurs., July 9 with Patrick Runne + Thurs., August 13 with Russ McQueen
- Friends of COA Town Wide Yard Sale* - Sat., September 19 ~~(10:00am)~~ *8⁰⁰ - 2⁰⁰*

Next COA Board Meeting:

Date: _____ Time: _____

Conference Room—Public Safety Building

**Council on Aging Treasurer's Monthly Summary for FY2016
July 2015**

ITEM	BUDGET	2015												2016					Year to Date Balances	% Left
		JULY	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUNE							
PAYROLL																				
Director	\$51,520.00	\$1,376.48																	\$50,143.52	97.3%
Office Staff	\$32,746.00	\$874.86																	\$31,871.14	97.3%
Outreach	\$8,108.00	\$262.99																	\$7,845.01	96.8%
Van Drivers	\$18,551.00	\$442.33																	\$18,108.67	97.6%
Payroll Subtotal	\$110,925.00	\$2,956.66	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$107,968.34	97.3%	
EXPENSES																				
Bills Payable	\$6,600.00																		\$6,600.00	100.0%
Budget Month	\$117,525.00	\$2,956.66	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$114,568.34	97.5%	
FORMULA GRANT	\$12,204.00																			
Mail Deposit		\$1,253.15																	\$1,253.15	
Postage Cost		\$814.40																	\$814.40	
Mail Balance		\$438.75	\$438.75	\$438.75	\$438.75	\$438.75	\$438.75	\$438.75	\$438.75	\$438.75	\$438.75	\$438.75	\$438.75	\$438.75	\$438.75	\$438.75	\$438.75	\$438.75	\$438.75	
Printing		\$211.00																	\$211.00	
Outreach		\$61.88																	\$61.88	
Other Expenses																			\$0.00	
Grant Month		\$1,087.28	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,526.03	\$10,677.97	87.5%
DONATION ACCOUNT																				
Beginning Balance	\$3,448.45																			
Taken In		\$3,448.45																	\$0.00	
Expended		\$225.00																	\$225.00	
Balance	\$3,448.45	\$3,673.45	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

3267.03
Ammonished