

Harvard Council on Aging

Monthly Meeting Minutes

Monday, June 15, 2009, 7 PM, Hildreth House

Members Present: Sharon Briggs, Janice Goodell, Jeff Harris, Connie Larrabee, Barbara Kemp, Bill Mohn, Fran Nickerson, Mike Peters, Carlene Phillips, Ginger Quarles - Director, COA

Members Absent: Colleen Nigus

Guests: None

Reports:

- The minutes for May meeting were approved and accepted as amended and will be forwarded to the Town Clerk, Janet Vellante.
- The Treasurer's Reports, distributed by email prior to the meeting, were approved and accepted.

Director's Report

- **Formula Grant**
Ginger is finishing up details of the state Formula Grant, the papers for which she just recently received and need to be submitted by 7/15. She plans to use the funds for MCOA dues, office supplies and the Program Coordinator salary of one hour per week.
- **COA Vacation**
Ginger is taking a 2-week vacation beginning July 6. Outreach coordinator Maria Holland will provide coverage 3 days per week, Tuesday, Thursday and Friday and program coordinator Bill Herbert will cover one Wednesday. Ginger asked COA board members to consider providing some additional hours of coverage during the 2-week period by letting her know of their availability. It was suggested that she publicize the fact that she will be away those two weeks so seniors will know she was not around.
- **Exercise classes**
Ginger reported that she is interviewing potential yoga instructors, to start in the fall.
- **Matter of Balance**
Ginger reported that Janice Goodell, Fran Nickerson and Nancy Webber attended the program at Littleton Life Care and found it extremely basic and could not recommend it, as it is more suited to those in assisted living or nursing homes. The attendees met with Ginger to debrief and see if there was any aspect of the program that might be applicable to the Harvard senior population. One idea was to have someone come in to do a workshop on the benefits of an active lifestyle.
- **Living Alone support group** will not be meeting during July and August.
- **Devens meeting with Rich Montuori, Mass Development Executive VP**
At the suggestion of BOS chair Leo Blair, Ginger and Carlene met with Montuori to discuss Harvard COA's responsibility for 44 senior residents of Devens, some of whom currently take advantage of Harvard COA resources, such as using the van, attending programs and trips, etc. He said that the Devens emergency response system would take care of its own residents. He offered the community center as a possible event meeting place and suggested Ginger, along with the COA directors from Ayer and Shirley, meet with the Devens Recreation Director.

Business

- **Fond Farewell to Jeff Harris**
The board toasted Jeff since it was his last meeting as a board member, his term being complete. Mike Peters has agreed to come on the board, pending approval by the Board of Selectmen.
- **COA Barbecue**
Barbara and Colleen had previously agreed to co-chair the barbecue this year, and Connie has offered to help as well. It is scheduled for Sunday, September 27th.
- **COA Board Co-chairs & Members**
Carlene and Connie have been re-appointed for another term on the board; Mike Peters will take Jeff's place (all pending final approval from BOS).
Sharon -- after further contemplation -- agreed to co-chair with Carlene who will remain as the public voice for the COA, while Sharon will run monthly meetings and handle the organizational tasks.
- **August Retreat**
The board will not meet in July. In August it will meet on the 17th at the home of Sharon Briggs to focus *exclusively* on developing priorities and goals for the coming year. Sharon will forward to the group the notes from last year's retreat.

Meeting adjourned at 9 PM

Next scheduled meeting: Monday, August 17, 9am-noon, Annual Retreat at home of Sharon Briggs

Respectfully Submitted,

Sharon Briggs