

**Harvard Council on Aging**  
Board of Directors Meeting  
January 25, 2010

**Present:** Sharon Briggs, Fran Nickerson, Bill Mohn, Barbara Kemp, Connie Larrabee, Carlene Phillips, Janice Goodell, Mike Peters, Ginger Quarles

**Absent:** Colleen Nigzus

Call to order 4 p.m.

The minutes of the December 21,2009 meeting were approved as submitted.

Treasurer's report: There was a brief discussion about the \$2 surcharge for trips and whether the amount collected should be shown in a separate column in the treasurer's report. The board agreed that an explanation of trip costs should be included in the newsletter periodically, and Ginger said she would try to fit it in this month.

**Action Plans Update**

Public relations: The board reviewed a preliminary design for the new COA brochure and suggested several changes. Carlene and Connie will meet with Kim Becker to go over the changes before the next meeting.

Volunteer coordinator: Sharon submitted a revised job description for review. The job will be posted in local newspapers and in the newsletter.

Housing: Janice reported that the Harvard Conservation Trust has hired a consultant for the Barba's Point project and that the COA is on the contact list. She also reported on the status of Lou Russo's proposed apartment complex on Ayer Road.

**Old Business**

Woman's Club donation: The club donated \$500 for interior work in the Hildreth House and Ginger thinks we can get new blinds in the computer room and the card room for that amount. The board approved that expenditure.

Ethics training: All of the board members have completed the required training.

Senior tax work-off: Jane Thomsen has agreed to take on the task of recruiting participants and matching people to jobs as a tax work-off project.

**New Business**

Town Center buildings charrette: Many board members plan to attend the January 30 charrette and agreed to represent the interests of the COA.

Mart van: Ginger said the weekly Friday morning shopping trip to Market Basket and CVS in Leominster is still going on but attendance has dropped. Janice suggested that a monthly trip to the Solomon Pond mall might be useful.

The next two board meetings will be held on **February 22** and **March 22**, both from 4 to 6 p.m.

Ginger reported that Collyn Bradley is the new Finance Committee liaison to the COA, and that she will meet with her soon to discuss budget issues.

Ginger proposed asking the Unitarian Church if COA exercise classes could be held in the new fellowship building when it's finished, at least until the Congregational Church building is done. Janice agreed to inquire.

### **Director's Report**

Ginger reported that plans are afoot to have a regular computer drop-in time on Fridays, when the town library is closed. The details are still not settled.

A question about the storage of medical equipment led to a discussion of how the upstairs rooms might be rearranged to make a more welcoming space for people to gather. Connie, Carlene, Barbara, and Sharon agreed to act as a subcommittee to explore this question.

Carlene asked about the possibility of holding a regional social event at Devens for area seniors and COAs. Board members suggested a number of ideas that might be appealing, but no decision was reached.

The meeting was adjourned at 6 p.m.

Respectfully submitted, Connie Larrabee