

**Harvard Council on Aging**  
Board of Directors Meeting  
October 17, 2011

Present: Lucy Wallace, Sharon Briggs, Fran Nickerson, Katie Petrossi, Bonnie Sweeney, Debbie Thompson, Pam Frederick  
Absent: Carlene Phillips, Connie Larrabee, Mike Peters

Call to order: 4: 18 p.m.

The minutes of the September 19, 2011 Board of Directors meeting were approved as submitted.

Treasurer's Report: Sharon reported that they're still working out details due to salary adjustments during the director vacancy.

**New Business: Fiscal 2013**

Debbie went over the proposed COA level-service budget for fiscal 2013, due November 1. The budget request includes a 1 percent increase in the expense budget, a 2 percent COLA, and a step increase for the director, in addition to moving the MART dispatcher to Hildreth House.

**Old Business**

Video: Mike hasn't had a chance to film footage of Debbie for the video but the general filming of the site, outreach visit, and trips is complete. The video will be shown on local access and could lead to a monthly program on topics related to aging and COA services.

Senior tax work-off: The board discussed problems with the tax work-off program and agreed we need more oversight to keep track of participants and their hours and make sure we spend all the funding allocated.. Sharon will review the spreadsheet to see who needs more hours and how much money is left. The program should be publicized so more seniors are aware of it.

**Director's Report:**

Newsletter: We had a good response from those opting to receive the newsletter electronically and have reduced printing and mailing costs accordingly. Only 700 newsletters were printed last time.

The COA is now CORI certified, which means that CORI checks can be done online. This will reduce turnaround time to 3 to7 days.

Maria's office has moved to the former director's office and both Bill and Maria are online.

Cleaning project: NuMode rug cleaning did the dining room and Maria's office for \$150, which was paid by the Friends of the COA. Various board members will take

responsibility for cleaning specific areas, and Debbie and Maria will keep the offices and dining room in order. Eddie will wash the floor.

#### New Programs:

The new Gentle Yoga class will continue into November;

A free photo shoot for seniors will be scheduled by Kit Kat photography;

The Girl Scouts are coming November 22 with pies and treats to enjoy lunch with seniors;

And we have applied for Cultural Council grants and have Mary Surrat, Mark Twain, and Ruth Harcovitz coming in 2012. These programs generally attract 20-30 people so they might move from Volunteers Hall to Hildreth House.

COA Conference: Roundtable discussion with Emmet on October 5<sup>th</sup> went well.

Debbie was a presenter and was recertified as a program manager.

Renovation notes: Architects toured the Hildreth House and grounds on October 7<sup>th</sup>, as did the consultants for and members of the Master Plan Steering Committee.

FY 2013 Budget: Tim Bragan said he has put in for a new Hildreth House furnace, but nothing else until 2015, when increases related to the renovation and expansion kick in.

#### **New Business: Strategic Planning**

The board discussed ways to implement a new focus on purposeful aging, including sponsoring a program by Dr. Roger Landry, an expert in preventive medicine for successful aging. The program could be a two-phase presentation, one for the 60+ audience and another for older seniors. The target timeline would be early next year. Among specific ideas for follow-up programs: empty nester – life transitions; life stories and memoirs; volunteerism in later age; intergenerational programs; elder hostel; sex after menopause; grandparenting issues; senior tax programs; Ten Things I Wish I'd Known Before I Retired; and I'd Like to Stay in Harvard but I'm Not Sure I Can Afford to.

Board members agreed on the need to get feedback as we go.

#### **New Member**

Pam Frederick attended the meeting and said she wants to help encourage participation by younger seniors and be part of the renovation effort. Board members voted unanimously to recommend that Pam be appointed to the board. Lucy will request that the Board of Selectmen appoint Pam at its next meeting.

The next COA board meeting is scheduled for November 21 at 4 p.m.

The meeting was adjourned at 5:55 p.m.

Respectfully submitted, Connie Larrabee

