

Harvard Council on Aging
Board of Directors Meeting
May 14, 2012

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

Call to order: 4 p.m. at Hildreth House.

The minutes of the April 23, 2012 Board of Directors meeting were reviewed but could not be approved without a quorum.
There was no treasurer's report.

Old Business

MART Dispatcher/Receptionist: Four prospective candidates have submitted resumes and three others have said they plan to apply, including two current volunteers and one tax work-off participant. The newspaper ads have just appeared and the application deadline is May 30. Connie, Pam, and Debbie will meet Friday May 25 at 11:30 am to begin screening applications prior to Pam's scheduled surgery May 29.

Meanwhile, MART operations have already moved from Town Hall to Hildreth House and Debbie is arranging rides. Hank Fitek has installed a locked drop-box for van paperwork on the front porch. Lorraine Leonard has suggested that the \$10,000 allotted for this position could cover 14 hours a week if MART approves, and that the job could be split between two people if we want to do it that way.

Hildreth House Porch Sale: Proceeds from the sale totaled \$346.55, which will be delivered to Renee Senes for deposit in the Friends of the COA account. We had a good crowd and everybody seemed to enjoy it so we hope to make it an annual event. Connie will draft a letter to the newspapers thanking the volunteers.

New Business

Board Candidates: We now have four board vacancies to fill: Mike Peters and Bonnie Sweeney will be stepping down, as well as Lucy Wallace and almost certainly Carlene Phillips. Hank Fitek has submitted his letter of interest to the selectmen and board members agreed he would be a good addition. Suzanne Roberts, a social worker with Cooperative Elder Services (and new Harvard resident), had expressed interest in serving on the board and attended this meeting to get acquainted. The board discussed our difficulty getting the 5 members needed for a quorum, without which we can't vote to approve new members. When Fran returns from her trip in June, our prospects for a quorum should improve.

Recruiting New Friends: The board revisited our ongoing concern with revitalizing the Friends of the COA, and called for renewed efforts – again. Debbie will speak with Ann Taylor about assuming an FCOA leadership role, beginning with the task of compiling an updated list of people who have expressed interest in participating.

Tai Chi Payment Proposal: Connie suggested a change in the current payment schedule for the morning Tai Chi class. The proposal would raise the price to \$30 a month instead of the customary \$30 for six weeks (12 classes). It's becoming increasingly difficult to maintain that cost, which requires 16 class members to cover the instructor's modest fee. Board members agreed that the change seems reasonable; it will take effect in June.

Director's Report

Telephone Upgrade: With the new MART dispatcher/receptionist starting soon, Debbie is researching options for improved phone service. The new "rollover" line for incoming calls is now operational, but an additional phone will be needed for the downstairs reception desk. Moore Enterprises would install a 2-line, 4-phone system for \$1.100, but Sharon suggested that a good commercial office system might be a better alternative at a lower cost. Debbie will call Verizon to see if they've got something we could use.

Tuesday Lunch: The Woman's Club has stopped providing one meal a month, so Minuteman meals will be served every week from now on. One advantage of this is that Meals on Wheels, from the same provider, can be delivered to Hildreth House every Tuesday so drivers don't have to pick them up in Littleton as they do now. At present, only 2 Harvard residents get the meals, and now they'll get a hot meal on Tuesdays and a number of frozen meals to complete their order. The Woman's Club will concentrate on doing several big events at Hildreth House per year.

Summer BBQ: We missed having the traditional Luau in May, so Debbie is looking for volunteers to help put on a barbeque this summer as we have in the past. Our former events coordinator, Judy Pon, is not available to organize the function as she has so capably in recent years.

Upcoming Events:

- June 1 – Computer photo class with Mike and Adam
- June 7 – Alzheimer's program : "Everyone Forgets Sometimes."
- June 12 – "And now, Mark Twain" at Hildreth House
- June 19 – Car detailing during Tuesday lunch – courtesy of the Wright family

The next COA board meeting is scheduled for Monday, June 18, 2012 at 4 p.m.

The meeting was adjourned at 6:00 p.m.

Respectfully submitted, Connie Larrabee