

**Harvard Council on Aging
Board of Directors Meeting
April 22, 2013
Hildreth House**

Present: Debbie Thompson, Pam Frederick, Fran Nickerson, Hank Fitek, Connie Larrabee, Carlene Phillips, Katie Petrossi, Sharon Briggs, Suzanne Roberts
Absent: Bruce Dolimount
Guest: Marie LeBlanc FCOA

Call to Order: 4:20

The minutes of the March 18, 2013 meeting were approved as submitted. The revised minutes of the February 25, 2013 meeting will be reviewed at the May 20th board meeting.

There was no treasurer's report.

Director's Report:

The Harvard Lions Club has awarded the COA a grant totaling \$1,600 to be used as follows: \$500 for food for special events such as the St. Patrick's Day luncheon; \$500 to cover homecare costs for low-income seniors awaiting help from Minuteman; and \$600 to buy new computers for our computer lab.

On Thursday, April 25, the Bromfield Student Council will serve dinner to seniors at the school, prepared by Chef Paul.

Ads for the program coordinator position have appeared in the Press, the MCOA website, and the town website, but no applications have arrived so far. Volunteers will take over running the men's coffee, and Bill is scheduling trips in advance and making sure we get good seats at holiday performances.

The trip to the Boston Public Library has been cancelled again because of the Marathon day bombing. It is now rescheduled for Friday, June 7.

The Harvard Woman's Club has asked to use Hildreth House for their monthly meetings on the second Tuesday of the month. The Woman's Club also has a weekly Bridge group at Hildreth House.

In keeping with our commitment to social services outreach, Debbie agreed to include a social services update in all future reports to the board.

New Business:

Board members and guest Marie LeBlanc discussed plans for a volunteer appreciation/FCOA recruiting event to be held on Thursday, June 20 from 4 to 6 pm. Invitations will be sent to everyone who can be identified as a Friend of the COA, by donating either time or money, and there will also be an open invitation in the press for anyone who wants to be a Friend. Preliminary plans call for hors d'oeuvres and punch, with maybe a sheet cake. Further planning will be on the agenda for the May board meeting.

The board agreed that the FCOA should renew its bulk-mailing permit, which costs \$200 a year. Sharon will retire from the board this year, but wants to develop new programs and activities to engage robust seniors and empty-nesters who are looking for new community connections. She proposed sending a bulk mailing of the newsletter and FCOA membership form to every household and see what response we get.

Board membership: Sharon, Suzanne, and Fran all have terms that expire this year. Suzanne and Fran agreed to stay on the board, but Sharon will focus on FCOA development instead. The board will need to find a new treasurer.

Role of the COA board: Pam raised the question of the board's role: whether it should be advisory or participatory. In general, members agreed that the board's primary role is advisory, but that we all want to actively engage in programs that interest us. As a baseline, we agreed that our late-summer planning session should determine what the COA wants to accomplish in the coming year, and then paid staff members should work toward those goals.

Planning Session: Board members will set the date for the annual planning session next month. The agenda will include setting goals for the year and establishing a calendar of major events – hopefully one each month - even if the exact date is unknown.

Old Business:

Porch sale/open house: After a brief discussion, the board agreed that without active FCOA participation, holding a porch sale/open house in May would be problematic. Instead, the board will focus on planning a Volunteer Appreciation/FCOA recruiting event in June. Several members suggested that a table at the Columbus Day weekend flea market might be a better fundraising option, assuming we have more active FCOA members to run it by then.

Committee Reports:

Programs: Carlene, Pam, and Katie are planning a four-part series of programs in the fall- more details to follow.

HHIC Update: The board heard a presentation on the new building plan and a discussion of HVAC options. The plan is gradually taking final shape, but two major components are still unsettled: the type of kitchen and the LULA/wheelchair lift.

Action item: On May 16, at 2 p.m., after the Tower Hill trip, there will be a small party for Bill and Carol Herbert. Debbie will inform any regular trip-goers who might want to participate. Board members are urged to attend.

The next COA board meeting is scheduled for Monday, May 20,2013.

Respectfully submitted, Connie Larrabee