

**Harvard Council on Aging
Board of Directors Meeting
November 18, 2013
Hildreth House**

Present: Pam Frederick, Sue Guswa, Bruce Dolimount, Connie Larrabee, Hank Fitek, Carlene Phillips, Katie Petrossi, Suzanne Roberts, Fran Nickerson, Debbie Thompson
Guests: Pat White

Call to Order: 4:05

The minutes of the October 21, 2013 board meeting were approved with some director's report revisions.

Treasurer's Report

The COA's FY 2015 level-service budget request has been submitted following the Finance Committee's guidelines. Bruce said we have to keep reminding the FinCom about the steady growth in the town's senior population, which is expected to reach 1,487 by the end of the year.

Bruce will have a spreadsheet report for our next meeting.

Program Committee Review

The November 14th program, Paths to Stress Reduction, had a good turnout and everyone seemed to enjoy it. Board members agreed that the musical section at the end was a lot of fun, and that the speakers were all effective.

The next program in our Life Transitions series will be held in January and will be focused on the body, nutrition, and staying healthy.

HHIC Update

Connie reported on the HHIC's meeting with the Historical Commission and asked for the board's endorsement of a proposal to proceed with window replacement (assuming CPC funding), whether or not the whole building project goes forward this year. After some discussion, the board unanimously agreed to support going ahead with not only the windows but also with raising the porch level and renovating the upstairs bathroom if the CPC provides the necessary funding. The board also agreed to support the HHIC's recommendation to request funding for the whole project this year, with the understanding that the fallback position would be a request for design development funds.

After a lengthy discussion about fundraising, board members agreed that the main purpose of the FCOA is fundraising and that the COA board cannot and should not oversee or overtly participate in raising funds for the proposed building project. The board will support a fundraising effort under the auspices of the FCOA and should have a liaison with the capital campaign committee, members agreed.

They further agreed that from now on the COA board should resist the urge to give unsolicited input in regard to the fundraising effort, including input about the design and content of the fundraising brochure and the timing of the campaign. The board did, however, urge continued communication with the fundraising group.

Director's Report

Budget:

The FY 2015 budget has been submitted to the Finance Committee. Debbie will let us know if/when we have to defend it at a FinCom meeting.

Life Transitions:

Congratulations to the program committee for the wonderful program (s) they have put on this fall. The committee's hard work has garnered praise from attendees and increased visibility in the community.

Farm to Table Harvest Dinner:

We had a wonderful turkey dinner cooked by Chef Paul with ingredients from local farms, and with Bromfield students helping and serving the meals. The turnout was great, with around 60 people enjoying dinner in the cafeteria and another seven meals delivered to homebound seniors.

Tax Work-off Program:

The tax work-off year is almost over and we have used less than half of the allotted \$10,000 for this program. Many time sheets are still not in, but we probably won't use all of the funding this year

Outreach:

This month Maria continued spending more time visiting Foxglove apartments and getting more involved with clients from Bowers Brook. With the holidays approaching we have been working to get seniors out of their homes, around town, and up to Hildreth House more often. In addition to the harvest dinner at Bromfield, another turkey dinner will be prepared and delivered by Girl Scouts to seniors who will be alone on Thanksgiving and would like some company and a nice meal.

We are also updating the list of frail elders who want to be contacted in the event of a bad storm or other emergency. Often the police check on seniors who live alone, but more than once Maria and Deb have called from their own homes to make sure frail seniors have heat and whatever else they need.

Upcoming events

- November 22 – JFK Library trip
- December 5 – Movie after lunch: White Christmas
- December 10 – Holiday party here: turkey dinner with live music
- December 18 – Girl Scout Tea 2-3:30 at St. Theresa's put on by the Girl Scouts
- December 31 – Top of the Hub New Year's Eve dinner (at noon)

We are closed on Thanksgiving and the day after but will be cooking turkey for the homebound the day before! ☺

Old Business

Cell tower letter

After reviewing a draft of a letter to the Board of Selectmen asking that the COA be notified of any further discussion about putting a cell tower on the Hidreth property, the board authorized Connie to send it.

Action items:

With time running out before a scheduled FCOA dinner gathering, the COA board agreed to postpone two remaining items to the December meeting: a discussion about how to improve COA visibility, and further consideration of COA “talking points,” or the message we want to convey to the community.

The next COA board meeting is scheduled for Monday, December 16, 2013

The meeting was adjourned at 6 pm.

Respectfully submitted, Connie Larrabee