

MILLIS COUNCIL ON AGING

MEETING NOTES FROM November 4, 2011

Attending: Patty Kayo, Carol LaFreniere, Mary Skilling, Helen Daly, Ellinor Harkins, Linda Beyer

Meeting convened at 9:40 AM by Mary Skilling

Secretary report accepted as written

Treasurer's Report presented by Patty:

- No report as this meeting is 1 week early – Patty will bring information to clerk's office when it is available.

Treasurer's Report accepted as presented.

- HESSCO Report - No HESSCO representative attending. –no report

Outreach report presented by Carol LaFreniere:

- 19 re-certs have already been processed with 2 pending
- Carol went to training – she asked everybody to call their representatives as monies have not yet been released and there is only enough to last until Dec.
- Ellinor suggests putting senator's tel #'s in the newsletter. Patty will add Kerry and Brown's contact #'s to the next newsletter.
- Abundant Table will provide Thanksgiving meals to those in need on Thanksgiving Day – Meals on Wheels will cover the Friday after.

Outreach report accepted.

No Director's Report

No Chairperson's Report

Old Business:

- Condition of the lunch room discussed. Tablecloths need to be replaced, floors need to be stripped and waxed. Patty will ask the people who make the coffee in the mornings to make sure that the floors are clean. She will add it as part of their job descriptions.
- Helen will take couch cover for cleaning
- Institute a "clean-up"/ "Organization" day discussed
- Linda would like to have cream cheese and cream added to the coffee table each day. Ask the friends to supply fat free ½ & ½ with proceeds from the coffee money.
- Decided to remove all tablecloths and leave tables bare. The table tops will be easier to clean and they look presentable as is.
- Mary will purchase 8 white tablecloths to be used for the Thanksgiving dinner.
- Helen will ask Garden Club to provide centerpieces for the senior center for special occasions.
- Mary has not yet formulated the attendance records – she will present at the next meeting.
- Congregate meals figures on the current Fiscal Year Drop in Services report are incorrect – Patty will correct for next report

New Business

- Annual Christmas Party to be held on 12/15 at 3 pm. There will be Victorian Christmas Carolers to entertain and a prime rib dinner will be served.
- Wrights Farm trip is scheduled for the same day – Patty will check with Linda re: scheduling.
- New Van discussed – 2002 Patty Wagon will need to be replaced next year and will need to be fully funded as there will be no grant money available. We need to start fund raising in January or February. Patty will address in the January newsletter.
- Town Personnel Plan – Patty foresees difficulty in maintaining compliance with the plan as she has 100 volunteers to oversee. Charlie offered to plan a luncheon to get all volunteers together to discuss the new plan. Another option is to provide information at the next volunteer luncheon in April/May.
- Patty will bring copy of the Volunteer Handbook to next meeting for everyone.

Motion to adjourn and approved at 10:50

Next meeting to be held December 9, 2011