

**COUNCIL ON AGING BOARD
REGULAR SESSION MEETING MINUTES
JUNE 8, 2012
Veteran's Memorial Building, Rm
2900 Main Street, Millis, MA 02054
MEETING NOTES FROM June 8, 2012**

CALL TO ORDER: Mary Skilling called the meeting to order at 9:50 am. The following persons were present: Vice-chair Mary Skilling, COA Director Patty Kayo, Outreach coordinator Carol LaFreniere, Secretary Helen Daly, Linda Beyer, Betty Barrett, and Treasurer for the Friends of the COA Roger McCann

Motion made by Mary Skilling to have a brief COA board meeting on July 13, 2012. Seconded by Betty Barrett. The motion passed unanimously

Roger McCann reported that he will pull financial ledger together to be presented at the next scheduled COA board meeting on July 13th. He also reported the need that more volunteer members be recruited for the Friends to help with fundraising.

Secretary's report from May 18th meeting presented.

Motion made by Mary Skilling to amend the date for volunteer luncheon be changed to 6/15/2012. Seconded by Betty Barrett. The motion passed unanimously.

Treasurer's Report presented by Patty Kayo:

- Driver's hours will not be available until later today – Treasurers report will be available once they are received and documented.

Treasurer's Report accepted as presented

- HESSCO Report - Call for volunteer has been on Millis Cable station, in newsletter and Invest in Millis broadcast. No response as yet.

Outreach report presented by Carol LaFreniere:

- Carol reported we will need volunteers for fall clean-up and walkway shoveling.

Motion made by Carol to publicize on website. Seconded by Betty Barrett. The motion passed unanimously.

Outreach report accepted.

Director's Report

- Patty spoke with Bonnie Hilton. She may be interested in helping with presentations for Fin-Com but she is not sure about joining our Friends group.
- Patty met with Candy Carlson – she may be able to help with supportive day program one day per week. Barbara Chase is also available to help with supportive day program.
- Members asked to personally invite people to participate in the Friends.

Motion made by Helen Daly: To purchase 6 new card tables at a cost of approximately \$50.00 each as requested by the card ladies of the COA with funds to be provided by the Friends. .

Seconded by Betty Barrett. The motion passed unanimously.

Director's Report Accepted.

No Chairman's Report

Old Business:

- Open Meeting Laws discussed by board members.
- Patty reports that Bonnie Hilton will help her put together a power point presentation for the Fin Com and Selectmen's meetings.

Motion made by Linda Beyer: To have someone to come to a meeting to educate COA Board members on appropriate procedures for approaching Town Administrator regarding procedural questions. Seconded by Betty Barrett. The motion passed unanimously.

- Painting discussed. This is MVP's busy season but they have agreed to fix plaster problems.

Motion made by Linda Beyer: to have Director get in touch with the Prison Program to determine feasibility of help in painting since MVP is not available until fall. Seconded by Betty Barrett. The motion passed unanimously.

New Business

Voting for Board positions held:

Motion made as follows for Board positions:

1. Linda Beyer nominated Mary Skilling for position of Chairman for the term of 1 year. . Seconded by Betty Barrett. The motion passed unanimously.
2. Mary Skilling nominated Linda Beyer for the position of 1st Vice-Chairman for 1 year. . Seconded by Betty Barrett. The motion passed unanimously.
3. Mary Skilling nominated Helen Daly for position of Secretary for 1 year. Seconded by Linda Beyer. The motion passed unanimously.
4. Mary Skilling nominated Sam Howie for position as second vice-chairman pending his acceptance of the nomination. Seconded by Linda Beyer. The motion passed unanimously.
5. Treasurer, Mr. Bruce Miccili of South Middlesex Bank, Holliston Branch will remain as our accountant.

Motion made by Linda Beyer to accept floor plan for the senior center as presented by Mary Skilling. Seconded by Betty Barrett. The motion passed unanimously.

Meeting adjourned by Linda Beyer at 11:30

Next COA Board Meeting: July 13, 2012 at 9:30 am