

COUNCIL ON AGING BOARD
REGULAR SESSION MEETING MINUTES
September 14, 2012
Veteran's Memorial Building, Rm. 19
2900 Main Street, Millis, MA 02054
MEETING NOTES FROM September 14, 2012

CALL TO ORDER: Mary Skilling called the meeting to order at 9:40. The following persons were present: Chairman Mary Skilling, COA Director Patty Kayo, Outreach coordinator Carol LaFreniere, Linda Beyer, and Betty Barrett.

Secretary's report from August 10th meeting presented.
Linda made a motion to accept minutes. Seconded by Betty. The motion passed unanimously.

Treasurer's Report

* We are in good shape as it is the first month of the new fiscal year. There appears to be a mistake in the amount showing in the Gift Fund. Patty will follow up to check the actual amount. Treasurer's report accepted by Linda, seconded by Mary.

No HESSCO Report.

Outreach Report

*Fuel Assistance started with recertifications. This has been an extremely busy month between f/a and regular client needs. Outreach Report accepted by Mary, seconded by Linda.

Director's Report

*Conflict of Interest should be completed by next Board Meeting. Can be found on Mass.gov.
*Article for next town meeting in November 2012 was presented. A request will be made for the proceeds from the sale of the Patti Wagon to go towards the purchase of a new van. The next opportunity to present an article will not be until May 2013.

Director's report accepted by Mary, seconded by Linda.

Chairman's Report

*Follow up to staff calling Bingo. A schedule needs to be made so will follow up with missing members. Chairman's report accepted, seconded by Betty.

Old Business

*There is still a need for the Board to receive a Friend's Ledger. This has not been made available at this point in time and there are not any minutes either.

- *It was suggested that there should be four handicapped parking spaces by elevator and two by the ramp entrance. Per a memo from Town Administrator this needs to be presented to the Zoning Board. Patty will look into Zoning By Laws. In the meantime we are going to ask for at least one more by elevator.
- *Patty has received interest in the Friends from three Millis residents.
- *There has not been a response to anyone joining a sign committee. A request will be put in the newsletter again.
- *Room 20 needs a clock and comfortable chairs moved to corner by the books for completion before open house.
- *Also pending is a more complete newspaper article for the COA activities. Mary will follow up.

New Business

- *COA should have labels items belonging to the COA such as puzzles and other assorted items.
- *It would be desirable to have a greeter.
- *Completion of Room 19 was discussed. A bid was accepted by Barry White from Bellingham. COA will buy paint. Painters are coming on October 1 and will be here for three days. They will move furniture. Room 19 needs to have the rug cleaned. At a future date director will write up an article for new flooring.
- *Mary Skilling needs to be listed as Chairman on the newsletter.

Linda made a motion to adjourn the meeting at 10:55. Seconded by Betty Barrett. The motion passed unanimously.

Next COA Board Meeting on October 12, 2012 at 9:30 am.