

**COUNCIL ON AGING BOARD**  
**REGULAR SESSION MEETING MINUTES**  
**Veteran's Memorial Building, Rm 19**  
**2900 Main Street, Millis, MA 02054**  
**MEETING NOTES FROM April 19, 2013**

CALL TO ORDER: Mary Skilling called the meeting to order at 9:40 am. The following persons were present: Chairman Mary Skilling, COA Director Patty Kayo, Secretary Helen Daly, Linda Beyer, Bill Brown

Secretary's report accepted as written.

Treasurer's Report

- Michael O'Keefe (cert CPA) will take over as Treasurer sometime in May. He will handle bills payable, manage spread-sheets . He will be voted in at the next board meeting in May and will fill seat vacated by Betty Barrett (expires 2016).
- We received 2<sup>nd</sup> installment of the Formula Grant \$4941.34 at the end of March. This has not yet been posted and will appear on the next Treasurers report..

Motion to accept report made by Mary Skilling, seconded by Helen Daly

No HESSCO Report – Mary Jean McDermott, Exec Director of HESSCO will mail forms to Patty for Maria Neville to sign – Maria to report directly to HESSCO

Outreach report- No report as Carol is out on vacation

Director's Report

- Cell phone information presented by Linda Beyer. Consumer Cellular is available for \$15.00/month for 150 minutes. After 150 minutes the charge is \$.25/per minute.
- The phone will be kept here at the center and will be available as needed.
- Motion made to authorize Patty to sign up for this phone plan made by Mary Skilling – Second by Linda Beyer

Motion made to accept made by Linda Beyer. Seconded by Helen Daly

No Chairman's Report

Old Business:

- Sign committee tabled until May meeting. Suggested that there be a sign at both entrances of Town Hall.
- Newspaper article will be sent using the new format on Pg 3 of the newsletter which has been accepted going forward
- Every Thursday in May there will be a "Mystery Ride" from 10am to 2pm. Places chosen as possible destinations- Legacy Place, Patriot Place or Wrentham Outlets. Proposed cost will be \$5.00/per person.
- Volunteer Luncheon date has not been finalized as yet.
- Volunteer Manual will be handed out to each volunteer at the luncheon and must be signed at that time.
- Time and date of the luncheon to be announced (early to mid June)

New Business:

- Elections to the COA Board to be held at the May Annual Meeting.

**Next COA Board Meeting: May 10, 2013 at 9:30 am**

