

COUNCIL ON AGING BOARD
REGULAR SESSION MEETING MINUTES
Veteran's Memorial Building, Rm 19
2900 Main Street, Millis, MA 02054
MEETING NOTES FROM August 9, 2013

CALL TO ORDER: Mary Skilling called the meeting to order at 9:40 am.

The following persons were present:, COA Director Patty Kayo, Chairman, Mary Skilling, Secretary Helen Daly, Linda Beyer, Bill Brown, Maria Neville, Carol LaFreniere, Eleanor Harkins, Sam Howie

Secretary's report accepted as written.

Treasurer's Report

- Michael O'Keefe will not hold office of Treasurer but will handling finances on a Volunteer basis. He will work with Patty in September to reconcile the books and formulate current figures.
- Treasurer's report will be presented by Patty at September meeting.

Motion to accept report made by Linda, seconded by Bill

HESSCO Report –Hessco did not hold a meeting in August. Maria attended her first meeting in July and will report to the board at the September meeting.

Outreach report-

- The new Fuel Assistance recerts have already been mailed – the new applications will begin Nov. 1st.
- Carol was able to do some Home Visits in July and August
- Reported that the Wednesday luncheons are very successful.

Motion made to accept made by Linda Beyer. Seconded by Eleanor

Director's Report

- A new 2013 Chevy Cruise vehicle has been purchased by the COA from Imperial Chevrolet. The DPW has added the COA Logo to the vehicle and Dedication will be held on Sept. 6th at 11am.
- A total of 103 people donated sums of \$1.00 to \$2000.00 toward the purchase of the vehicle. A written invitation will be sent to each donor to attend the dedication.
- We currently have 2 drivers (normally have 3 drivers). One works 14 hours and one works 16 hours- these are not considered as Union positions. School bus drivers receive \$16.00/hour and our drivers being non-Union; receive only \$8.00/hour.
- Patty will present at fall Town Meeting to have our drivers be included in the Personnel Plan and the Union.
- We currently also have a Volunteer driver for 4 or 5 hours/week to cover overlapping appointments.
- Millis is the only town in the area that does not have Gatra at this time.

Motion made by Linda Beyer to accept, Second Bill Brown.

No Chairman's Report

Old Business:

- The new vehicle was purchased from Kevin Meehan (Imperial Chevrolet) as his price came in less than the other bidders.
- The entry carpeting has been steam cleaned making little improvement. Patty is hoping that the FY14 budget will include updated carpeting for the COA area.

New Business:

- Mary and Carol presented pictures of signs used in surrounding towns to direct people to their COA facilities. Three different formats will be presented to Jim McKay at the Highway Dept. and Patty will work with him and sign company for pricing and placement. Update will be presented at the next Board meeting.
- As Helen Daly will not be present at the next scheduled meeting, Carol will take notes.
- Meeting adjourned at 10:25

Next COA Board Meeting: September 13, 2013 at 9:30 am