

**COUNCIL ON AGING BOARD
REGULAR SESSION MEETING MINUTES
Veteran's Memorial Building, Rm 19
2900 Main Street, Millis, MA 02054
MEETING NOTES FROM May, 9, 2014**

CALL TO ORDER: Mary Skilling called the meeting to order at 9:35 am.

The following persons were present:, COA Director Patty Kayo, Chairman, Mary Skilling, Secretary Helen Daly, Maria Neville, Bill Brown, Ellinor Harkins, Carol LeFrenier

Secretary's report – Approved as presented

Motion made by Bill to approve as presented second by Eleanor

Treasurer's Report

- All numbers are on track at this time

Motion to accept report made by Bill, seconded by Eleanor

HESSCO Report –

- Report of the April HESSCO meeting made by Maria – Maria will get info for smoke and fire detector grant that is available to Senior Centers – Patty will review with fire department.
- HESSCO budgets are on target at this time
- They will discontinue use of the “Best of Care Program” – not happy with the supervision.
- Maria has been nominated as President of the Board – elections to take place in June.

Outreach report-

- Fuel Assistance ends as of 5/15 – fewer NEWER applicants this year (12 recerts, 21 new applicants [1 pending, 1 appeal pending] – all recerts do not come to Carol – applicants may handle on their own)
- Carol is working with the Board of Health – 3 at-risk cases pending
- Carol's hours have been increased by 3 hrs/week – she is formulating some ideas for additional services.

Director's Report

- At the beginning of May all software has been upgraded by Dan Dion to Windows 8 software at a cost of \$30 per computer and \$499 for the computer upgrade which was covered under the Formula Grant
- It's time for the Friends to start fund raising for a new vehicle – State will cover 80% leaving 20% to Friends.

1. Current vehicle sell price goes into the General Fund.
2. COA is responsible to pay for all repairs (\$900 was spent this past fiscal year)
3. Grant is applied for in January – if not approved we will not be able to afford at this time
4. Prices quoted for replacement are:

8 passenger	\$57K (11 K to Friends)
12 passenger	\$58K (11,600K to Friends)
14 passenger	\$63K (13K to Friends)

Based on past usage Linda feels a 14 passenger would be useful for Foxwoods trips, however, we cannot assign a full time driver as he would be eligible for benefits. 2007 usage shows that a 9 or 10 passenger would be more feasible.

5. Patty will have more details available for next month's meeting
- Mary asks if we have a current list of “turn-downs” – we do not have a current list but Linda will be asked to start a list for future use.

Chairman's Report

- Mary reports that as the last newsletter was being put together that the floors were being washed which she felt was not safe. This is taken care of by HESSCO funds.
- Books are not being put away (Camille Stanley was volunteer/tax write off person but was injured in the parking lot and has not been able to come back to do the books) we have no one else through this program at the moment who could fill this spot.
- Patty will advertise in the next newsletter for someone to volunteer on Tuesday and Thursday to re-stack books and neaten the room

Old Business:

- Ellinor was told that she did NOT need a form to re-apply. She has received a letter from the Selectmen's office noting that it's time for her new appointment which will take place in June.
- Sam has not responded to Mary's inquiry about his desire to remain on the board – she will follow up with him to see if he has received a letter and if he wants to continue on the board.
- Mary has not received a letter and will check with the Selectmen's office.
- Mother's Day brunch has 21 sign ups – buffet table will be set up in the hall with seating in the lunch room. French toast, egg casserole, fruit and donuts will be served. All covered by Friends funding.

New Business:

- Finance Committee has authorized an increase to 2004 figures:
5 additional hours to Director
3 additional hours to assistant and outreach
Drivers from \$8 to \$12 per hour
- This would allow the center to be opened additional hours: Monday through Thursday 8:30-2:00
Friday 8:30-12:30
- Once or twice per month Patty will do a social or educational program that would draw the younger seniors.
- Bill reports that there are now only 6 people coming to Bingo – Patty will put a note in the newsletter to encourage more to attend. She will also check into getting Electronic Bingo software for the new TV which should bring in additional people.
- Request made that all attend the Monday Town Meeting
- The Friends are in charge of fund raising and will coordinate all events with the Director
- The Volunteer luncheon will be held on June 6th at 1pm at Szechuan Gardens, Medway Plaza

Motion to adjourn the meeting made by Bill, seconded by Eleanor

Meeting adjourned at 11:00 AM

Next COA Board Meeting: June 13, 2014 at 9:30 am