

COUNCIL ON AGING BOARD
REGULAR SESSION MEETING MINUTES
Veteran's Memorial Building, Rm 19
2900 Main Street, Millis, MA 02054
MEETING NOTES FROM August, 8, 2014

CALL TO ORDER: Mary Skilling called the meeting to order at 9:05 am.

The following persons were present:, COA Director Patty Kayo, Chairman, Mary Skilling, Secretary Helen Daly, Maria Neville, Bill Brown, Brooks Corl, Friends Treasurer

Secretary's report – accepted as presented

Motion made by Bill to approve as presented second by Helen

Treasurer's Report

- Waiting for accounting figures – will report next month

HESSCO Report

- Maria's first meeting will be in September
- She has reviewed notes and reports from past meetings and feels ready to handle her task as President
- Mentioned the ECOP "Enhanced Community Option Program" which is Protective services covering abuse against any senior. This is a very expensive program to run.

Motion made by Bill to approve as presented second by Helen

Outreach report-There is no outreach report this month as Carol is on vacation

Director's Report

- The ramp stairs have been fixed and the drainage problem seems to have been resolved
- Mary reports that the Housing Authority uses a chemical to treat ice problems – could we use the same on the stairs? She will check the governing town authority
- Patty has spent 30 hours accumulating data for the HESSCO audit which must be done for the Supportive Day Program. The only documentation missing is an evaluation of Patty on an annual basis. The board will review at the October meeting.
- Bingo – Patty discussed with Rep Linsky and found that we can NOT use the Random Generated Number Machine but that we CAN use software program to transfer the numbers to the screen – a cage and balls must be used. Bill has volunteered to handle this. We have received the required Identification number from the Lottery Commission and all monies that are brought in on a specific day must be divided and disbursed on that same day.
- Although Sam's name had been extended by the Selectman's office he has reported to Patty that he will not be coming back on the board for another year. A "Thank you" to Sam will be posted in the next newsletter.
- Mary Russo has offered to run a Polka group on Tuesday afternoons from 2 – 4 pm.
- Rep Dooly would like to offer a pizza party on Sept 12th from 10-12. No COA meeting in September
- The new hours seem to be working out OK

Motion made by Bill to accept report second by Helen

Chairman's Report

- When Patty takes a vacation it seems that Tuesdays and Thursdays present a problem. Maria suggests that there may be extra pay available for someone to cover the time. Patty will check with Charlie to see if this is available to the Senior Center.
- Discussion about changing Supportive Day coverage to another day – Patty reports that she is constantly being interrupted during this program. Suggested that a "DO NOT DISTURB" sign be put on the door.

Old Business:

Summer Events planned:

- Resume writing
- Volunteer luncheon went well
- Cookout went well
- Horseshoes put off until next spring as the building repair equipment is using the area.

Motion made by Bill to accept report second by Helen

New Business:

- Carol's Corner – room has been made for ½ page in the monthly newsletter to be used for Carol's outreach programs.
- Brooks proposes events to be sponsored by the Friends:
 1. Alpaca Farm on Acorn St open house
 2. Tangerini Farm event – hay ride and ice cream
 3. Bowling – one time free event.
 4. Happy Birthday Millis Day – perhaps we could plan during school vacation to include the youth – would be held at the Town Hall.
 5. Would like to plan some inter-generational programs.

Brooks will report at the next COA meeting in October.

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

Meeting adjourned at 11:00 AM

Next COA Board Meeting: October 10, 2014 at 9:00 am