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MEETING MINUTES

Orleans Council on Aging Board of Directors Meeting
Wednesday, February 27, 2013

CALL TO ORDER:

A quorum was established and the meeting was called to order at 1:00 pm in the Sunroom at the Orleans Senior Center by Chairman Suits.

MEETING ATTENDANCE:

Board Members present: Frank Suits, George Dunn, Fred Coe, Sandy Marshall, and Clo Davis

COA Staff Present: Director, Judi Wilson; and Office Manager, Donna Faivre

Others Present: Selectman, David Dunford; and FOCOA President, Muriel Rodgers

APPROVAL OF MINUTES:

- A motion was made by Clo Davis and seconded by George Dunn to "Approve the Minutes" of the January 23, 2013** meeting. Motion carried by a vote of: 5(Y)-0(N)-0(A).

CHAIRMAN'S REPORT:

- Chairman Suits asked Clo Davis to read a letter that the Board received from Louise Vanginderen regarding the COA driveway. Her letter stated the COA driveway is quite narrow and it is difficult to exit due to the placement of the COA sign. Director Wilson will contact the highway department manager to see what the costs would be to move the sign to the opposite side of the driveway, for better visibility, and the costs to have the driveway widened.

TREASURER'S REPORT:

- See COA January 2013 Monthly Budget Summary** distributed to all Board Members. Director Wilson explained that we are still awaiting Formula Grant money from the state, but we have received most of the disbursement.

DIRECTOR'S REPORT:

- See February 2013 Director's Report** In addition, the following matters were discussed:
 - Fred Coe asked what benefits are available for employees who are sick. Director Wilson explained that benefited employees receive paid sick time, while non-benefited employees do not receive any sick time benefits.
 - Clo Davis suggested that we handle all of the building issues at one time. Director Wilson explained that we are not on the Town's Facility Plan.
 - Clo Davis asked about the new software program that Director Wilson had looked into purchasing. Director Wilson explained that she has to work with the Town Accountant, David Withrow, and to hopefully make the purchase in May.

OLD BUSINESS: None

NEW BUSINESS:

- Fred Coe talked about the U-Mass Dartmouth Survey regarding health care need of Lower Cape residents and Director Wilson explained that we do have the surveys in-house that seniors can take and complete and return to the collection box located in the Senior Center reception area.

- Fred Coe also mentioned the SHINE article in the local newspaper for low income people. Director Wilson explained that the outreach department and SHINE volunteers are aware of the program.

REPORT OF FRIENDS' REPRESENTATIVE:

- Muriel Rodgers, President of the FOCOA reported on the activities of the Friends.
 - Fundraising letter will be going into the newsletter and a second letter will be mailed. They will use the Town Census to compile a listing of names and addresses.
 - Thank you to Clo Davis for her donation towards the cost of the new freezer, which the Friends purchased for the COA.
 - Save the date for a special "Grandparents Day" event being planned by the Friends for September 7th.
 - The Boston Bus and other bus trips will resume in March.
 - The Friends will be working on re-writing the FOCOA bylaws.

PUBLIC COMMENT: None

ADJOURNMENT:

With no further business, a motion was made by Sandy Marshall and seconded by George Dunn to "adjourn the meeting" at 2:15 p.m. The motion carried 5-0-0.

*****Copies on file at Orleans Council on Aging***

The next COA Board Meeting will be held on Wednesday, March 27, 2013 at 1:00 pm

*Respectfully submitted,
Donna M. Faivre, Office Manager
Orleans Council on Aging*

<i>Minutes approved by the Orleans Council on Aging Board at their meeting held March 27, 2013.</i>
