

May

MEETING MINUTES
Orleans Council on Aging Board of Directors Meeting
 Wednesday, June 26, 2013 at 1:00 pm

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, Frederick Coe, George Dunn, Clo Davis, and Sandy Marshall.

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

Others Present: Muriel Rogers, FOCO President; Assistant Town Administrator, Myra Suchenicz; Betty Hinkley and Bruce Taylor.

Absent: Board members, Phil Halkenhauser and Fran Bonscher; and Selectmen's Liaison, David Dunford.

APPROVAL OF MINUTES:

- A motion was made by Sandy Marshall and seconded by Fred Coe to approve the minutes of the May 22, 2013 COA Board meeting. Motion carried by a vote of: 4(Y) 0(N) 0(A). George Dunn was not present when the vote was taken.

CHAIRMAN'S REPORT:

- Chairman Suits heard from the Selectman's office that new members are needed for the COA Board. He introduced Bruce Taylor, who will submit his papers and Chairman Suits advised the Board that Phil Halkenhauser has decided to be reappointed. Clo Davis will be stepping down as of June 30th.
- Director Wilson mentioned the need to have COA Board members who are active participants of the Center. She introduced Betty Hinkley, who is currently a FOCO Board member and who has an interest in joining the COA Board.
- Chairman Suits suggested scheduling a meeting of the COA Board Bylaw Committee. The first meeting is scheduled for Thursday, July 18th at 9:00 am at the COA.

TREASURER'S REPORT:

- Director Wilson reviewed the report provided to the Board. See COA Financial Report for May 2013**

DIRECTOR'S REPORT:

- See Director's Report**

Transportation:

- Director Wilson gave an overview of the Orleans COA FISH Program. We currently have 14 committed volunteer drivers and hope to add more volunteers for this program in the future.
- Van riders will be advised of the new FISH program as well as the availability of local medical transportation services for Orleans seniors using the COA vans.

LGBT:

- A grant from the GALE Fund of the Cape Cod Foundation has been received to fund the Lower Cape LGBT Seniors group and another small grant was received for a short-term LGBT Caregivers Support Group, which will begin in the fall.

Health and Wellness Programs:

- The My Life My Health Wellness Program workshop and dinner was held and we had 31 participants. The goal is to have 15 people sign up to participate in the six-week program to help with chronic disease self-management.
- New SMILE Program will provide seniors with counseling and resource information to help meet needs for dental care.

Day Center Program:

- Director Wilson explained that community resources and grants are available for those eligible clients who cannot afford to pay for their Day Center attendance.
- June is the last month that the Brewster COA will charge us for transporting Brewster residents to our Day Center. They will transport at no cost to us beginning in July.
- Harwich residents who are new attendees at The Day Center will purchase their own passes through the CCRTA for their transportation.

Building & Grounds:

- Director Wilson reviewed all of the building issues that have taken place over the past month including AC replacement, plumbing repairs, sprinkler repairs, and electronic door repairs.
- The Walkway Garden requires much more attention than what the Parks Department can provide. We need help in keeping it maintained, weeded, pruned, etc. Sandy Marshall asked if volunteers can help. Some Board members suggested that the Garden Club, the Orleans Improvement Association or other groups may be able to help. Director Wilson stated that it must be a coordinated effort so that everyone involved takes a piece of the responsibility.

Misc.:

- Cape Cod Lighthouse Charter School students helped three Orleans Seniors with spring yard cleanup at their homes.
- Blood Pressure clinics at the COA are now held on Fridays to capture higher Senior Center attendance and increase utilization of this service.
- Josh Kanaga was accepted into college and will begin in September.
- The AOSC new exhibit is now up and over 225 people attended the Garden Tour and Art Opening.

OLD BUSINESS:

- **Mission Statement:** The Board reviewed the revised mission statement. Sandy Marshall moved to accept the statement with the following revision: Delete "To accomplish our mission we will:" and insert in its place "Guidelines for accomplishing our mission:" Vote taken: 5-0-0
- Fred Coe suggested that we place a date on the mission statement. Director Wilson said that all policies approved by the Board will be dated with the date of the approval vote.
- **Confidentiality Policy:** Town Counsel reviewed the policy and removed the words "Older Adults". Frank Suits moved that we approve the policy as amended, which was seconded by Clo Davis. Vote taken: 5-0-0.
- **CORI Policy:** Motion was moved by Sandy Marshall and seconded by George Dunn to approve the CORI policy. Vote taken: 5-0-0.
- Chairman Suits asked about a needs assessment. Director Wilson will add this to the next agenda.

REPORT OF FRIENDS' REPRESENTATIVE:

Muriel Rogers, President of the FOCOA reported on the activities of the Friends.

- Fundraiser plans are going very well. This will take place on September 7th.
- Membership envelopes are going out with the July/August newsletter.
- FOCOA will be selling tickets to the fundraiser. They are available at the COA, Friends and Snows store. Clo Davis offered to help sell some tickets.

NEW BUSINESS:

- Chairman Suits asked Betty Hinkley to tell us a little about herself. She spoke about her mom, who was the Welfare worker for the Town of Orleans and who was involved in the first building committee for the COA. She said that she has a special connection to the COA because of her mom and felt that volunteering for the COA would interest her because of that background. She also volunteers for the COA and writes the "COA History" column for the Tidings newsletter. Director Wilson also mentioned that Betty volunteers outside of the COA visiting with an Orleans senior.
- Bruce Taylor also spoke. He has a personal interest in the COA. He feels that people think that the COA is only for the disadvantaged and that troubles him. He asked for an explanation of what the COA Board does. He serves on the Sea Call Farm Board and is also a Fix-It-Corp volunteer for the COA.
- Director Wilson explained that the COA Board is an advisory and policy making Board appointed by the Board of Selectmen.

PUBLIC COMMENT: None

ADJOURNMENT:

With no further business, a motion was made by Fred Coe and seconded by George Dunn to "adjourn the meeting" at 2:25 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, July 24, 2013 at 1:00 pm

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

<p><i>Minutes approved by the Orleans Council on Aging Board at their meeting held July 24, 2013.</i></p>
