

Wayland Council on Aging

MINUTES

NOVEMBER 14, 2011 8:00AM

SENIOR CENTER

FACILITATOR	Betsy Soule, Chair
NOTE TAKER	Mary Antes, Secretary
ATTENDEES	COA Board Members Present: Betsy Soule, Chair; Mary Antes, Evelyn Ekmejian, Carol Martin, Harriet Onello, Bill Sterling, Betsy Willard, Denise Yurkofsky COA Board Members Absent Bill Zellen Co-Directors: JoAnn Kunz and Julie Secord
PUBLIC COMMENT	There was no public comment

Agenda topics: Meeting Convened at 8:01am

BUDGET FY 13

BOARD

DISCUSSION	<p>There is a meeting with the Personnel Board on November 21st to discuss the COA board's recommendation to change to a full-time director from a co-director position in light of JoAnn's announced retirement.</p> <p>Some line items in the current budget are unrealistic and there is more money in the transportation line than is needed. It was agreed to recommend taking \$3,000 from the transportation line for equipment. If money cannot be transferred from transportation, some money could be used to repair the van. New vans can be purchased through the MWRTA with 80 percent of the cost paid by the state and 20 percent by the town. Lorraine Greiff might be willing to lead that effort.</p> <p>Betsy W mentioned that the Wayland Business Association could be asked for funds for equipment.</p>
ACTION	<p>It was moved, seconded, and voted to recommend a single full-time department head (Soule/Onello).</p> <p>It was moved, seconded, and voted to approve the budget as amended (Onello/Sterling).</p>

STAFFING

BOARD

DISCUSSION	<p>In lieu of asking to move the volunteer coordinator from the state grant to the town budget, Julie recommended a new program administrator/coordinator position with an IT component. A town program administrator position at a higher salary already exists so the title might change. This would be a 25 hour/week position, leading to full time. Bill S. recommended that the position be tasked with attracting baby boomers. This would require evening hours. Evelyn pointed out that the town probably got more hours from the job share than it will get from a single director position. Julie will work on the position description for the Personnel Board.</p>
ACTION	<p>It was moved, seconded, and voted to add a 25-hour Coordinator for Senior Activities position o the budget (Yurkofsky/Onello).</p>

ADJOURNMENT

DISCUSSION	The next COA meeting will be held on Tuesday, December 6, 2011 at 7:00pm
ACTION	The meeting was adjourned at 8:38am.