

# Wayland Council on Aging

## MINUTES

DECEMBER 1, 2015

8:00AM

SELECTMEN'S MEETING ROOM

<b>FACILITATOR</b>	Betsy Soule, Chair
<b>NOTE TAKER</b>	Mary Antes, Secretary
<b>ATTENDEES</b>	COA Board Members Present: Mary Antes, Evelyn Ekmejian, Nancy Leifer, Becky Patterson, Ellen Scult, Betsy Soule, Bill Sterling, Denise Yurkofsky COA Board Members Absent: Carol Glick <u>Director:</u> Julie Secord
<b>PUBLIC COMMENT</b>	

### Agenda Topics: Meeting Convened at 8:07am

#### MINUTES

BOARD

<b>DISCUSSION</b>	The minutes of November 3, 2015 were considered.
<b>ACTION</b>	It was moved, seconded, and unanimously voted to approve the minutes of September 1 (Leifer/Patterson).

#### BAYPATH ELDER SERVICES

CAROL GLICK

<b>DISCUSSION</b>	There was no report.
<b>ACTION</b>	

#### SENIOR TAX WORK-OFF PROGRAM

JULIE SECORD AND BECKY PATTERSON

<b>DISCUSSION</b>	It has been more difficult to match person with placement this year. Still 38 people have been placed. Most are choosing to work 83.5 hours rather than 53.5. Few people have signed up for the Valor Tax Work-off Program.
<b>ACTION</b>	

#### FRIENDS OF THE COA

NANCY LEIFER

<b>DISCUSSION</b>	The Friends will not meet again until January. They did allocate funds for a digital sign board that Julie has purchased. She is working with Facilities on the electrical installation for the sign board. The 48 inch, portrait sign board will be placed on the wall to the right of the door near the Selectmen's office.
<b>ACTION</b>	

#### COA/CC ADVISORY COMMITTEE (COA/CCAC)

BILL STERLING

<b>DISCUSSION</b>	Bill said that the article to acquire the municipal pad passed Town Meeting and now the hard work is ahead. The committee will meet on Thursday to begin the study of program requirements, particularly for the Recreation Department. Recreation and young families would like a large multi-purpose room but not necessarily a full gymnasium.  The WRAP Committee questionnaire was discussed. Julie said a central location is key. She is thinking of a tiered response to the program need question: the programming that is currently offered, additional programming that could be added if there were more space, and programs that could be offered under optimal circumstances. Personnel costs, beginning with custodial staff, will be a factor. Jean Milburn is working on the WRAP questionnaire for the COA/CCAC.
<b>ACTION</b>	Julie will work on the response to the WRAP questionnaire. Member should send suggestions to Julie.

**DIRECTOR'S REPORT**

JULIE SECORD

<b>DISCUSSION</b>	<p>This year Julie has been asked to prepare a budget for the revolving account, which has about \$90,000. The COA takes in about \$30,000 each year and can access only \$50,000. The bands that play for the summer concert series are paid by sponsors. If the sponsor money goes into the revolving account, the withdrawals could exceed the \$50,000 cap. In the past there has been an elder donation account that helped seniors in hardship cases. That money and money that has been donated have been put in the revolving account. It would be helpful to separate these funds from the revolving account.</p> <p>The proceeds from the Holiday Shoppe are divided with 40 percent going for expenses for next year's Holiday Shoppe and 60 percent going to a local organization such as the Parmenter Food Pantry.</p> <p>The Thanksgiving luncheon and program was a great success; about 80 attended.</p>
<b>ACTION</b>	

**MISSION STATEMENT**

JULIE SECORD

<b>DISCUSSION</b>	Denise suggested noting what programs might be suitable for people with special needs such as Alzheimer's Disease and their caregivers.
<b>ACTION</b>	Julie will scan the mission statement and send it to the board.

**ADJOURNMENT**

<b>DISCUSSION</b>	The next meeting will be Tuesday, January 8, 2016 at 8 am.
<b>ACTION</b>	The meeting was adjourned at 9:01.

Materials handed out at the meeting:

- Agenda
- Minutes of November 3, 2015
- WRAP Questionnaire
- COA Newsletter