

Wayland Council on Aging

MINUTES

FEBRUARY 9, 2016

8:00AM

SENIOR CENTER

FACILITATOR	Betsy Soule, Chair
NOTE TAKER	Mary Antes, Secretary
ATTENDEES	<u>COA Board Members Present:</u> Mary Antes, Nancy Leifer, Becky Patterson, Ellen Scult, Betsy Soule, Denise Yurkofsky <u>COA Board Members Absent:</u> Evelyn Ekmejian, Carol Glick, Bill Sterling <u>Director:</u> Julie Secord <u>Guest:</u> Nan Balmer
PUBLIC COMMENT	There was no public comment.

Agenda Topics: Meeting Convened at 8:10am

MINUTES

BOARD

DISCUSSION	The minutes of January 5, 2016 were considered.
ACTION	It was moved, seconded, and unanimously voted to approve the minutes of December 1 (Patterson/ Yurkofsky).

FISCAL DISCUSSION

NAN BALMER AND JULIE SECORD

DISCUSSION	<p>Nan Balmer said that the Board of Selectmen must recommend the terms of the various town revolving funds, including the source of the funds and how the funds may be used. In the past all revolving funds except the COA's have been charged indirect costs, which is a percentage of expenditures (but not benefits). For the COA this year, indirect costs are estimated to be \$1,300. The revolving fund should not include gift monies. Such gifts should be closed out of the revolving fund and reallocated to a gift fund. Such misallocations can be corrected.</p> <p>There is also concern about the amount of cash handled by the COA but there have been problems using credit cards; for example, use of credit cards creates long lines when people are paying for popular programs. Julie pointed out that the town has not yet received the state grant for the fiscal year ending June 30, 2016. Nan left the meeting.</p> <p>Julie said that traditionally the proceeds from the Holiday Shoppe are divided 2/3 for supplies for the next year and 1/3 to a community non-profit. However the town cannot write checks to non-profit organizations. Julie wondered whether the Friends could take on that responsibility. Denise will do some research. She suggested that the Friends could partner with another non-profit and the two organizations could split the proceeds.</p>
ACTION	Denise will research whether the Friends can make donations to other non-profits.

SENIOR TAX RELIEF

JULIE SECORD

DISCUSSION	The committee will meet tomorrow to review the letter to CPAs and the information cards describing senior tax relief options.
ACTION	

FRIENDS OF THE COA

NANCY LEIFER

DISCUSSION	Nancy reported that the Friends will be a back-up funding source for the summer concerts if there are insufficient sponsors. The series costs between \$3,000 and \$4,000. The Friends are also re-evaluating the fundraiser and will consider a BBQ cook-off at the town beach. They are supporting the "All the Presidents' Ladies" program.
ACTION	

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

JULIE SECORD

DISCUSSION	Julie said progress has been slow. The town center land has not been secured. The program and space needs study has indicated that 25,000 sf of space is needed. The committee is meeting with the Conservation Committee tomorrow night. Board members were very concerned about traffic at the Middle School if a campus setting were to be proposed there involving the library, COA, and an athletic field.
ACTION	

DIRECTOR'S REPORT

JULIE SECORD

DISCUSSION	<p><i>Space Challenges:</i> If early voting, the library book sale, and flu clinics are all held in the Large Hearing Room, Julie will have to relocate 18 classes. The Town Clerk may be able to hold early voting in the Tot Room.</p> <p><i>Transportation Services and the MWRTA Lease:</i> This will be discussed at the next meeting.</p> <p><i>Program Update:</i> Electronic recycling is scheduled during the school's spring vacation. Holding the recycling at the Middle School may be problematic because of the solar work expected to be underway at that time. Nancy suggested using the transfer station on a day that it is not open. A second electronic recycling issue is finding a vendor. The current vendor charges a variety of prices but will take checks. Another vendor charges \$.25 per pound, which is hard to quantify. It was pointed out that Staples takes electronic equipment.</p>
ACTION	Julie will look into using the transfer station for electronic recycling.

ADJOURNMENT

DISCUSSION	The next meeting will be Monday, March 7, 2016 at 8 am.
ACTION	The meeting was adjourned at 9:23.

Materials handed out at the meeting:

- Agenda
- Minutes of January 5, 2016
- Copy of General Laws: Chapter 44, Section 53A
- Draft Warrant Article for Town Revolving Funds