

Wayland Council on Aging

MINUTES

SEPTEMBER 12, 2017 8:00AM

LARGE HEARING ROOM

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

Agenda Topics: Meeting Convened at 8:09am

MINUTES

BOARD

DISCUSSION	The minutes of July 18, 2017 were reviewed.
ACTION	The minutes of July 18, 2017 were approved unanimously as corrected (Yurkofsky/Sterling).

FRIENDS OF THE COA

NANCY LEIFER

DISCUSSION	Nancy encouraged members to buy tickets and come to the comedy show. There will be hors d'oeuvres and desserts.
ACTION	

THE WAYCAM "BUZZ" SHOW

SUSAN WAGNER AND BOARD

DISCUSSION	Susan Wagner said The Buzz would like to focus a program on the needs and hopes of the COA in early October or after Town Meeting. They would like to interview a panel of four or five seniors about what they would like and then interview Julie and Betsy. The show is flexible but programs average about 30 minutes in length. Taping is done on Wednesday nights and the program is broadcast at 10am and 6pm on Sundays and Tuesday. Denise said she welcomes the opportunity to describe the many services the department provides. It was suggested that a first program emphasize the services and a second program be taped in the spring to support a potential Town Meeting article. After checking, Susan said that could be done.
ACTION	

BAYPATH ELDER SERVICES REPORT

CAROL GLICK

DISCUSSION	Carol distributed the BayPath July Highlights. The next meeting is September 27 th .
ACTION	

SENIOR TAX RELIEF COMMITTEE

JULIE SECORD

DISCUSSION	Julie said there are two applicants interested in serving on the committee.
ACTION	

DIRECTOR'S REPORT

JULIE SECORD

DISCUSSION	Julie said that departments have not received budget guidelines yet and there is a new process with different budget breakdowns. She passed out a draft budget and explained the differences from last
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	<p>year. Salaries increase by two percent but there are no step increases and no overtime. Contractual services increases from \$300 to \$400 for maintenance of medical equipment. Dues, subscriptions, and memberships increase from \$1,400 to \$1,580 and is used for memberships, Comcast Enhanced Service, the Wall Street Journal, and the Motion Picture Licensing Bureau. \$200 is added to print promotional materials. The budget for postage and small equipment increases slightly and \$250 is added for meetings and conferences. The total budget is \$269,639, an increase of \$4,946 from FY 18.</p> <p>Julie said the department needs additional staff. The project coordinator is willing to increase her hours from 18 to 24, which triggers benefits. However it would allow for better coverage. There was a discussion of whether to change the job title or modify the existing position.</p> <p>The COA has lost the space used for the computer lab. It will move to a small room off the large hearing room. Julie has been assured of new furniture. One benefit is that the space is handicapped accessible.</p>
ACTION	<p>It was moved, seconded, and unanimously voted to approve the proposed budget (Yurkofsky/Leifer).</p> <p>It was moved, seconded, and unanimously voted to request that the project coordinator position be modified by increasing the position to no more than 30 hours (Yurkofsky/Glick).</p>

ADJOURNMENT

DISCUSSION	The next meeting will be Tuesday, October 3, 2017 at 8 am. If the board needs to meet to approve changes to the budget, the meeting date will be Wednesday, September 20 th .
ACTION	The meeting was adjourned at 9:28.

Materials handed out at the meeting:

- Agenda
- July 18, 2017 Minutes
- Thank You from the Staff for the Breakfast
- Article about a Potential New Walpole Senior Center
- Draft Budget and Budget Narrative
- BayPath Board Highlights, July 2017