

COA Board Meeting
Minutes for 1/25/06

RECEIVED

FEB 23 2006

TOWN CLERK

Present: Adele Anderson, Faith Driggs, Debra Giza, Barbara Larsen, Peg Rasmussen, Evelyn Minarik, Sandy Wonders, Suzanne Grout Thomas, Dennis Cunningham.

☞ Vice President Barbara Larsen called the meeting to order and minutes of December 28th were accepted.

☞ Consideration of possible changes in the Wellfleet Wave continued with a report from Deb and Peg on their meeting with Terri. Terri determined that a change to J & R for printing and distribution would allow restoration of an extra page for the calendar and also save money and staff time. It was recommended to make the Director's Message a regular feature and to include the chief duties of staff. A list of Board members would be desirable if space allows. Information about volunteer news and opportunities would be an important addition. (There is a great need for volunteers to drive people to medical appointments in Hyannis. There is no insurance available for drivers, but Peg agreed to get information on insurance for volunteers.) Suzanne explained that the three year grant for additional newsletter funding could not begin before January 2006, after an application process, so bi-monthly publication of the Wave will continue for now. It was agreed that it would be good to introduce any changes gradually and to get feedback as we go. Suzanne suggested that printing a coupon for Iris' Café would be a way to assess how widely read the Wave is.

☞ Proposed changes in the By-Laws were discussed: **1) Article I. Section 2.D** -should we really try to involve all citizens to support and participate in Senior Center activities? There were various opinions expressed. It is important not to have different age groups in competition. **2) Article I. Section 2.E.** - Is it beyond the scope of a volunteer board to "Design, develop, and implement services...?" It was recognized that the By-Laws have us "work with the Director" to do those things. Suzanne stated that she would welcome ideas and initiation of new activities by board members. **3) Article II. Section 1.** - If we have 11 members with 3 year terms, then 4 appointments will be needed some years, although the By-Laws allow a maximum of three. (Some members' terms will expire in June 2006). **4) Article II. Section 2.** - Requirements for the date and time of meetings may be too specific for the By-Laws since we change them often. **5) Article II. Section 6.** - What should be done about members who become inactive? We agreed just to let currently inactive members' terms expire. **6) Article V.** - Suzanne explained that a section on employees is included to make it clear that board members do not hire, direct, or supervise staff.

☞ We reviewed and discussed the material Suzanne provided about mission statements from various other COA's, and Faith provided a copy of our own, which no one else had! Peg provided questions we should consider and there were various points of view about priorities for community education, advocacy, activities to enhance quality of life and supports necessary to allow elders who want to remain in Wellfleet do so. Suzanne pointed out that all COA's have mandates in the Mass. General Laws. She offered to draft a combination of the Harwich and Wellfleet mission statements for our next meeting.

☞ Discussion of goal setting focused on our obligation to do a needs assessment. We agreed it would be helpful to get Linda Balch's perspective and Suzanne will invite her to our February meeting. There may be a need for a Friendly Visitors or "Companion" program. Adele reported that the previous program was discontinued for lack of volunteers and interest, so it is clear that information about current needs is important. Another of our obligations is advocacy. Suzanne will get us information about the Flex Route bus system so that we can advocate for support for it.

☞ As part of her Director's Report, Suzanne distributed material on the Open Meeting Law, which applies to us as "special municipal employees." She asked that we pay special attention to the conflict of interest information too. Suzanne reported that the Select Board approved her recommendations on the building use fees and also requires a \$1 million liability policy. Staff is going to rotate as building monitors when private parties use the Senior Center. Adjustment to the new key policy is continuing. Montano's has donated a piano and Suzanne is looking forward to the possibility of Sing-Alongs starting soon.

☞ Sandy reminded people of the Friend's pancake breakfast on February 11th and said we needed a second representative on the Friend's Board since Betty Kimball left. Barbara agreed to attend the March 15th Friend's Board meeting with Sandy.

☞ We adjourned at 10:50 a.m. Our next meeting will be at 9 a.m. on February 22nd.

Sincerely,

Sandy Wonders
Secretary

accepted 2/22/06