Minutes of COA Board Meeting – April 11, 2018

Board Members Present: Pat Gold, Carol Airasian, Bertha Anderson, Dorothy-Jean Brown, Mary Keenan, Linda Moffitt, Alice Wadden

Excused Absences: Burt Greenberg, Esther Keaney

Staff Members Present: Anne-Marie Gagnon, Director of Senior Services; Debbie Dunn, Program Coordinator

Pat Gold called the meeting to order at 5:33 PM

Approval of Minutes of Last Meetings

The Board members reviewed the minutes of the February 14, 2018 meeting. Carol Airasian made a motion to approve and Dorothy-Jean Brown seconded.

The Board members reviewed the minutes of the March 14, 2018 meeting. Carol Airasian made a motion to approve and Dorothy-Jean Brown seconded.

Review of Financial Statements

Anne-Marie Gagnon, Director, reviewed the financial statements. The staff is looking closely at the figures to spend down accordingly before the end of the year. We are monitoring program services, building maintenance, and food and related line items.

Meeting Time Review

Pat Gold presented for discussion the idea of changing the monthly Council on Aging (COA) Board meeting start time to earlier than 5:30 PM. This would help to accommodate dinner hour needs and driving in low or dark lighting come Fall and Winter. The group discussed 4:00 and 4:30, keeping in mind the need for Senior Center staff to finish most of their day to have time to attend. Dorothy-Jean Brown made a motion to change the start time of the Council on Aging Board meetings to 4:00 PM, starting in July 2018. Mary Keenan seconded the motion. ***All voted in favor of the change; therefore, starting with the July 11, 2018 Council on Aging monthly Board meeting, the new start time will be 4:00 PM.***

Activities Update

Honoring Choices Massachusetts presented at a joint event with Watertown and Belmont Councils on Aging (COA) about completing health care proxies. Dorothy-Jean Brown suggested hosting a dinner or lunch event for seniors to complete health care proxies as they are very important health care planning documents. She suggested a "pizza and proxy party" or other type of event. Debbie Dunn, Program Coordinator will look into scheduling one. Another joint program, a Caregiver Resource Fair, will be held at the Belmont COA on May 22, 2018.

Ms. Dunn reviewed the upcoming trips to the Pawtucket Red Sox, Tower Hill Botanic Garden, and a New Hampshire trip to see "Evita" with lunch at Hart's Turkey Farm.

Grants Update

Ms. Gagnon reported that we are waiting to hear on status of proposals submitted to Marshall Home Fund; one for supplemental transportation, one for printing expenses of resource guide, and one for emergency assistance. After much consideration, Ms. Gagnon will not be applying for an AARP Community Challenge Grant this cycle.

Report on *Inside Watertown* Taping (WCATV)

Ms. Gagnon and Food Pantry Coordinator, Kathy Cunningham, were taped for an upcoming episode of *Inside Watertown* on Watertown Cable Access Television. Ms. Gagnon reviewed services and programs at the Senior Center and Ms. Cunningham shared what was available to visitors at the Food Pantry.

New Business

Modified Summer Hours at the Senior Center: The Senior Center will follow the Town Hall summer schedule this summer, open 8:30 AM – 7:00 PM on Tuesdays and 8:30 AM – 2:00 PM on Fridays. Mondays, Wednesdays and Thursdays will continue to be 8:30 AM – 5:00 PM. These hours will begin May 22 until September 4.

Planning for 25th Anniversary: Ms. Gagnon presented the possibility of having the 25th anniversary celebration off-site so as to accommodate more people. The date of the event is June 15, 2018. Mary Keenan reminded the group that the Friends of the Council on Aging will be supportive of the event. Sites to explore include the Post 440, the Hellenic Center, the Hibernian Hall and the Sons of Italy.

Board Member Linda Moffitt will not be renewing her term. The May 9, 2018 meeting will be her last meeting. She will be pursuing more time with her granddaughters. We thank her for her service and we wish her well.

Adjourn

Pat Gold made a motion to adjourn and Linda Moffitt seconded. The meeting adjourned at 6:51 PM.

Respectfully submitted,

Anne-Marie Gagnon