

**COUNCIL ON AGING MINUTES
NOVEMBER 9, 2016**

Present: Council on Aging Members: Ernie Cornelssen, Jean Nousse, David Egel, Marijo Gorney, Norah McCormick, Council on Aging Director Lynne Waterman and Outreach Coordinator Darlene Perkins.

Absent: Virginia McIntyre, Irving Goldberg, Mary Gaffney, Jack Jordan

Chairman Ernie Cornelssen opened the meeting at 8:30 a.m.

APPROVAL OF MINUTES - October 19, 2016

Motion: David Egel moved to approve the minutes of October 19, 2016, seconded by Jean Nousse Vote 5-0

Public Comments

COMMUNICATIONS AND CORRESPONDENCE

DIRECTOR'S REPORT

Director Lynne Waterman distributed her report for the month of October. The Director highlighted she met with several leaders of various ongoing activities. The Director and the Activity Coordinator met with staff from the VNA to schedule fitness classes at the Senior Center.

The Director noted there were no issues with the van. The Director and the Outreach Coordinator continue to meet with the van drivers at their monthly meeting.

The Director stated there was one issue with the heating and the kitchen fire suppression tank was replaced as required after 12 years. She thanked the DPW for their work on the fall clean up.

The Director is continuing to train the Activity Coordinator and noted the Office Assistant is expected to return from leave in November.

The Director, Principal Clerk and Receptionist met with the front desk volunteers. The Director conducted a focus group of volunteers to solicit feedback for the Council on Aging's Volunteer Program.

The Director reviewed a list of several meetings she attended.

The Director met with department heads to discuss revisions to the tax work off program. She said she and the Outreach Coordinator attended the Massachusetts Council on Aging's Annual State Conference.

The Director noted her goals is to prepare for 2018 budget meeting, plan January and February programs and begin reviewing Senior Tax Work-off applicants and the placement process.

Motion: David Egel moved to accept the Director's report, seconded by Jean Nousse. Vote unanimous 5-0

TREASURER'S REPORT

Director Waterman distributed the budget report for the month of October and reviewed the numbers with the members.

Motion: Jean Nousse moved to accept the Treasurer's Report, seconded by David Egel. Vote unanimous 5 -0

OUTREACH COORDINATOR'S REPORT

The Outreach Coordinator distributed her report for the month of October. She reviewed the office visits and telephone calls. The Coordinator met with the domestic violence officer from the Mashpee Police department.

The Outreach Coordinator meets monthly with volunteers. 6 Mashpee residents turned 90+ and received flowers. The Outreach Coordinator reviewed the meetings she attended. She met with the SHINE Director and Volunteers for Medicare open enrollment.

The Outreach Coordinator attended trainings: Barnstable County Behavioral Health Summit, Capel Phones for Mass Equipment Distribution Program, MCOA Conference, and "In Plain Sight" drug program. She noted she has been working with Mashpee TV to discuss programs to be shown on MTV.

The Outreach Coordinator noted one of her goals is to work on two new outreach programs for spring. She also noted the monthly meetings she attended.

Motion: David Egel moved to accept the Outreach Coordinator's Report, seconded by Norah McCormick. Vote unanimous 5-0

VOLUNTEER COORDINATOR REPORT

Director Waterman distributed and reviewed the Volunteer Coordinator report for October. They have enrolled six new volunteers this month. The Focus Group Workshop was held on October 19 and the last workshop for 2016 will be held on November 9.

Motion: Jean Noussee moved to accept the Volunteer Coordinator Report, seconded by Marijo Gurney. Vote unanimous 5-0

ACTIVITY COORDINATOR REPORT

No Report

Old Business

The Director spoke about the Support Teams. The Property Tax Work Off Program Support Team would consist of Ernie Cornelssen, Norah McCormick and David Egel. The Activity Support Team would be Jean Noussee, Marijo Gurney, Norah McCormick and Ernie Cornelssen.

New Business

Massachusetts Councils on Aging/Executive Office of Elder Affairs

The Director gave an update on the formula grant money dispersed by MCOA.

Motion: David Egel moved to adjourn, seconded by Jean Noussee. Vote unanimous. 5-0

Meeting adjourned 9:35 a.m.

Respectfully Submitted,
Judy Daigneault, Recording Secretary