

## Council on Aging Minutes 4/09/2014

### COUNCIL ON AGING MINUTES

APRIL 9, 2014

**Present:** Council on Aging Members Irving Goldberg, Virginia McIntyre, Jack Jordan, Mary Gaffney, Jean Nousse, Marijo Gorney, Jack Dorsey, Council on Aging Director Lynne Waterman.

**Absent:** Darlene Perkins, Outreach Coordinator and Norah McCormick

**Also Present:** Marcia MacInnis and Judy Genge, Volunteer Coordinator

Chairman Irving Goldberg opened the meeting at 8:32 a.m.

### APPROVAL OF MINUTES - March 12, 2014

**Motion: Mr. Jordan moved to approve the minutes of March 12, seconded by Jean Nousse. Vote unanimous**

### Public Comments

Marcia MacInnis was present to express her concerns regarding the decorations at the Senior Center. There was a brief discussion and the Director informed her the members would take her concerns under advisement and the members thanked her for her comments.

### COMMUNICATIONS AND CORRESPONDENCE

#### DIRECTOR'S REPORT

Director Lynne Waterman distributed her report for the month of March. The Director and Activity Coordinator met with the new photography instructor to plan the program, with the staff from the local hospice to finalize the Horizons Café, with staff from a local companion agency to plan a brain fitness program and with staff from Otis Military Base to discuss the movie and golf program. The Director also stated she met with the staff from a local companion agency to review their list of presentations that could be offered at the Senior Center.

The Director informed the members she met with the Sheriff's Department to discuss the TRIAD Program.

Lynne Waterman noted there were no issues with the van.

Lynne Waterman also noted that she along with the Chair of the Council on Aging met with town management and DPW to discuss building usage after hours. The Director thanked the DPW for their work in replacing the stained ceiling tiles in the administrative area.

The Director attended several meetings: Department Head, COA Staff, Parkinson's Support Network Board of Directors, Human Services Committee, and COAST. She also met with the COA liaison, Selectman Wayne Taylor, to review the COA's core values and Ann McDonald of the New Seabury Women's Club who made a donation to the annual holiday gift delivery program.

The Director explained the Mature Worker's contract ended in March which is a federal program. This position provides front desk coverage in the afternoons and she has spoken with the director of this program at Elder Services to facilitate the placement of a new candidate.

The Director and the Volunteer Coordinator met with the staff of the New Seabury Country Club to plan the volunteer luncheon which will be held on May 15. The Director congratulated Ginny McIntyre as she was chosen as the Volunteer of the Year. She also met with the new Volunteer Coordinator of Elder Services of Cape Cod to discuss how our organizations can work together.

Lynne stated that the Office Assistant did a remarkable job on computerizing the room scheduling process as well as training the staff on how to use it.

Lynne also stated her goals were to plan new summer programs, work on the annual inventory and work with the Office Assistant in setting up the power point for the new lobby LED screen and she thanked the Friends for their donation.

**Motion: Jack Jordan moved to accept the Director's report, seconded by Virginia McIntyre. Vote was unanimous.**

#### **TREASURER'S REPORT**

Director Waterman distributed the Treasurer's report. She reviewed the budget to date and stated she is watching the rising energy costs. She is also watching the repair and maintenance account as well as the office supplies and the vehicular cost accounts.

**Motion: Mary Gaffney moved to accept the Treasurer's Report, seconded by Jack Jordan. Vote unanimous.**

#### **OUTREACH COORDINATOR'S REPORT**

With the absence of Darlene Perkins, Outreach Coordinator, the Director distributed her report. The Director noted Darlene is on the Board of Directors of Elder Services and has been appointed to the Home Care Committee.

**Motion: Jack Jordan moved to accept the Outreach Coordinator's Report, seconded by Jack Dorsey. Vote unanimous.**

#### **ACTIVITY COORDINATOR REPORT**

Director Waterman distributed the activity coordinator report and highlighted Game Day, the Birthday Club, and Social Dining Around. The report noted the Haunted Cape Cod program presented by CAIPRS was well attended and the Tips and Tricks for Windows 8 was also well attended. Other programs held were the Spauldings' Driving Assessment program, Healthy Eating Doesn't Have to Cost More and the Photography Club.

**Motion: Mary Gaffney moved to accept the Activity Coordinator report, seconded by Virginia McIntyre. Vote unanimous.**

#### **VOLUNTEER COORDINATOR REPORT**

Judy Genge, Volunteer Coordinator, was present and distributed her report. Director Lynne Waterman thanked her for the excellent work she does for the Volunteer Program. Judy noted that Roche Brothers has donated a breakfast basket for National Volunteer week to be drawn on April 11. She also spoke about the work she has been doing in preparation for the annual volunteer recognition luncheon to be held on May 15 at New Seabury. She asked if the Council on Aging members could be there at 11:00 a.m. to greet the guests. Judy also noted Ginny McIntyre and Lorraine Malcomb attended an event on behalf of the Senior Center in Hyannis hosted by Cape Cod Volunteers to celebrate volunteering.

**Motion: Jack Jordan moved to accept the Volunteer Coordinator Report, seconded by Jean Nousse. Vote unanimous**

#### **Old Business**

The Director referred to Marcia MacInnis' request earlier in the meeting regarding the decorations at the Senior Center. The Director noted at the March meeting the Board had no strong opinion on the decorations. Mary Gaffney suggested checking to make sure the town doesn't have a written policy regarding decorations. The Director suggested seasonal decorations along with the 4<sup>th</sup> of July. The members generally agreed.

Jack Dorsey inquired about My Senior Center Program. The Director stated this program was on hold. The main reasons are the cost and the staffing.

The Director noted the Samaritans' Display and urged the members to take a look at this display at the library. It is titled "Mildred's Story".

#### **New Business**

The Director distributed a report from the Massachusetts Healthy Aging Collaborative. More information can be found on the website.

**Motion: Mary Gaffney moved to enter into executive session and return to open session, seconded by Virginia McIntyre. Roll Call Vote: Irving Goldberg, yes; Virginia McIntyre, yes; Jack Jordan, yes; Mary Gaffney, yes; Jean Nousse, yes; Marijo Gorney, yes; Jack Dorsey, yes**

Following Executive Session, the members agreed to contact Marcia McInnis thanking her for her feedback and public comments at the Council on Aging meeting of April 9 and informing her of the board's decision.

**Motion: Jean Nousse moved to adjourn the meeting, seconded by Jack Jordan. Vote unanimous.**

**Meeting adjourned 9:35 a.m.**

Respectfully Submitted,

Judy Daigneault  
Recording Secretary