

Carlisle Council on Aging Board Meeting
June 17, 2014
Carlisle Town Hall – Clark Room

Board Members Present: Liz Thibeault, Abha Singhal, Verna Gilbert, Liz Bishop, Elizabeth Acquaviva, Jean Sain, Peggy Hilton, Lillian DeBenedictis, Tom Dunkers. Associate Members Present: Mary Daigle, Stephani Blunt. COA Staff Present: Angela Smith, David Klein. Guests: Donna MacMullan, Walter Hickman, John Gorecki, Gio DiNicola.

The meeting commenced at 7:03 pm. Abha Singhal, Chair, presided.

Secretary Minutes – A *motion* was made by Verna Gilbert to accept the May Minutes prepared by Elizabeth Acquaviva as amended. The motion was seconded and carried by voice vote.

Treasurer's Report – After a discussion centered around LRTA funds and the source of the budget for the social worker, a *motion* was made by Liz Bishop to accept the May report prepared by Verna Gilbert. The motion was seconded and carried by voice vote. David thanked Verna for her efficient preparation of the Treasurer's Report over the past two years.

Social Worker's Report: A May report was not submitted; however, Angela Smith gave a brief update on Peter Cullinane's Carlisle caseload. Peter is recovering from surgery, but continues to work with a small number of clients with serious issues.

Outreach and Program Manager's Report: Angela Smith passed around a signup sheet for the COA monthly coffees and requested help in other areas such as running programs, two volunteers to set up lunch tables the 3rd Thursday of the month, friendly visitors, friendly drivers, and assistance with CCTV production to name a few. A *motion* was made by Verna Gilbert to accept the May report submitted by Angela Smith. The motion was seconded and carried by voice vote. Angela distributed a newly designed COA brochure to give Board Members an idea of what will be handed out at the COA booth on Old Home Day.

Director's Report including Transportation Report: David Klein recapped the meeting he and Angela had with the Senior Tax Advisory Committee. He also talked about the new Sudbury Senior Tax Exemption benefit that took years to implement. However, it was noted that their model is based on a population much larger than Carlisle. A *motion* was made by Verna Gilbert to accept the May Director's report submitted by David Klein. Also briefly discussed was the on-line State Ethics Training that all COA Members should take every two years. The motion was seconded and carried by voice vote. David will run the transportation stats for the yearend meeting to be held in August utilizing information from My Senior Center.

Bylaws-Associate Members - At this point in the meeting, John Gorecki spoke to clarify the appointment of Associate Members. Associate Members have a one year term and are appointed by the Board of Selectmen. However, they do not need to send a letter to the BOS. New Board Members, who are also appointed by the BOS for a 3 year term, are required to send a letter to the BOS expressing interest to serve on the COA Board. Both Associate Members and new Board Members must be sworn in by the Town Clerk. Associate members are non-voting and are not alternate members. A review of the Bylaws to make sure they reflect this policy will be done by the Bylaws Committee. Liz Thibeault hopes to have the Long Range Plan presented to the BOS in September.

Senior Day Trips –David Klein reported that Joanne Willens has been very active with day trips to Rockport and Ogunquit as well as several restaurants. She scheduled a trip to "Menopause, the Musical" in Stoneham for July and "Singin' in the Rain" at the Reagle Music Theatre in Waltham in August. A brief discussion was held on whether longer day trips should be planned well in advance to allow the hiring of a private bus to ensure our van drivers do not have too long of a day and to have drivers available for other local transportation needs.

Minuteman Senior Services – Jean Sain reported that the main discussion during the June 4 MMSS Board meeting contained a brief overview of strategic planning goals and accomplishments this year. Fund raising activities

included \$54,300 in private income, \$500 of which was from Spectra Energy (Arlington residents) and \$50,000 from Dana Home Foundation (Lexington). Nine sponsors signed on for Keep Seniors Safe Campaign at \$500 each. Also, \$4,700 was raised for Meals on Wheels by Whole Foods 5% day. Joan Butler reported on a hoarding forum held at Middlesex Community College on June 3 with 110 attendees. She said that it was a very good presentation.

Old/New Business:

Liz Thibeault is attending the MMSS Open House in Bedford on June 25 and invited any interested Board Members to attend with her. This is a great opportunity to learn more about the regional agency we work closely with.

Summer Meeting - The end of the year meeting date was discussed. There will not be a meeting in July due to numerous vacations. It was agreed that August 26 would most likely be the best date and Liz Thibeault offered to host the pot luck that will follow the meeting.

Town Intergenerational Committee - David Klein is looking for a COA member (not necessarily a Board Member) to volunteer to join Patti Russo on a Carlisle Intergenerational Community Committee or task force. Tom Dunkers, who completes his term on the Board, volunteered. It was agreed that Tom would be a great addition.

Vote on Slate of Board Member for FY '15- As the Chair of the Nominating Committee, Liz Thibeault reviewed the Slate explaining that there are two new Board Members (Walter Hickman and Donna MacMullan) serving the first of a 3 year term (expiring FY17). In addition, the Slate lists the Officers (all with terms expiring in FY15). She explained that Lillian DeBenedictis agreed to complete the last 2 years of a departing Board Member's term (Melinda Lindquist FY16). The other current Board Members have their term endings listed in the summary. In addition to the nine Member Board for FY15, the Slate lists Associate Members for FY15 of which two are returning Associates, five are new Associates (including one Associate who is coming off the Board at the completion of her second 3 year term). Liz pointed out that 4 Board Members have terms that expire next year and that a discussion should take place as to which Associate Members would move into any open Board positions. The Slate for the FY15 nine member COA Board is as follows: Liz Thibeault (Chair) Abha Singhal (Vice-Chair) Peggy Hilton (Treasurer) Liz Bishop (Secretary), Elizabeth Acquaviva, Lillian DeBenedictis , Jean Sain, Donna MacMullan and Walter Hickman. Associates are Stephanie Blunt, Gio DiNicola, Mary Daigle, Verna Gilbert, Reuben Klickstein, Joan Rosazza and Patti Russo. Also pointed out was the Slate should identify the number of terms a Board Member has served. Liz Bishop will be the Nominating Chair, as a returning Nominating Committee Member, for FY15. Liz Thibeault, as Chair, will name another Nominating Committee Member and then someone at large from the Board will join. **The Slate was unanimously accepted by a hand vote of eight present Board Members.** Liz Bishop had stepped out of the meeting. Upon her return, she remarked that she would have voted to approve the slate, as well.

Long Range Plan - Liz Thibeault distributed the Long Range Plan FY15-FY19 for a vote including the list of edits to be made including adding Carlisle in the Friend of the COA title for Jace Tilton. At the September BOS Meeting, the Long Range Plan Committee will do a presentation utilizing slides and will hand out the Long Range Plan at the end of the presentation. **A vote to approve the Long Range Plan, As Amended, was taken and was unanimously approved by a hand vote of the nine Board Members present.**

A motion was made by Liz Bishop to adjourn the meeting at 8:28 pm. The motion was seconded and carried. The next COA Board Meeting will be held at **Town Hall Clark Room at 5:00 pm on August 26 followed by the annual pot luck dinner.**

Elizabeth Acquaviva
COA Board Co-Secretary