

**CARLISLE COUNCIL ON AGING BOARD MEETING
CARLIELSE TOWN HALL – CLARK ROOM
SEPTEMBER 15, 2015**

Board Members Present: Verna Gilbert, Donna MacMullan, Walter Hickman, Elizabeth Acquaviva, Jean Sain, Peggy Hilton, Reuben Klickstein Associate Members Present: Lillian DeBenedictis, Maxine Crowther, Jerome Lerman, Muggsie Rocco COA Staff Present: David Klein, Angela Smith. Friends Representative: Jayce Tilton.

The meeting was called to order at 7 pm by Verna Gilbert, Chair. Verna began the meeting by thanking Walter Hickman for opening his home for the annual COA pot luck.

Secretary Minutes – A Motion was made by Peggy Hilton to accept the August 25, 2015 Minutes submitted by Elizabeth Acquaviva. The Motion was seconded and carried by voice vote.

Outreach and Program Manager Report – A Motion was made by Walter Hickman to accept the August report submitted by Angela Smith. The motion was seconded and carried by voice vote. Angela reported that she is still looking for tax workers as well as volunteers to set up tables for the COA lunches. Verna indicated tables can be set up any time the morning of the lunch as long as they are done by 10:30 am.

Social Worker Report – The August report was submitted by Peter Cullinane and reviewed by the Board Meeting attendees.

Financial Report – A Motion was made by Elizabeth Acquaviva to accept the July report submitted by David Klein. The Motion was seconded and carried by voice vote. David and Walter met to review the process since Walter is the new Treasurer. Since the meeting is later in October, David hopes to have both the August and September financial reports to present so the first quarter of the year can be reviewed.

Director's Report – A Motion was made by Jean Sain to accept the August report submitted by David Klein. The Motion was seconded and carried by voice vote. David will be attending a Dept. of Revenue Advisory Council meeting and he is interested to see how much will impact local COAs. He was appointed to this Council by the MCOA Board of Directors. David indicated that only one member of our COA Board can attend the MMSS Annual Board Meeting on October 7 with Jean Sain who is the Liaison for our COA Board. Elizabeth Bonner, Secretary of Elder Affairs, will address the group. In addition, the EOEI Regional COA Board Training scheduled for October 16 in Bedford is full. Although there are other options for this training, these locations are much further away, David inquired if we should try to schedule one of the training sessions in Carlisle. In order for David to try to schedule a meeting in Carlisle, he would have to make sure there was interest from other COAs to fill in any open seats. The Board agreed he should look into it. David also announced that there is a meeting on September 28 at the Sharon COA regarding the Mass Elderly Nutrition Program, but that is a tough week for any of the staff to attend. He inquired if any Board members would consider attending and to let him know. David indicated he and Angela are attending this year's MCOA Conference in October. Angela is attending Thursday. Jerry and Donna are attending a session on Thursday that covers the topic of planning an older adult community center led by architects. This is worthwhile for them as Jerry is running the Space Sub-Committee and Donna is the Board's Vice Chair. If anyone else is interested, David can see if he can

get them registered. The MCOA's "Creating a Welcome Place for All" session two on "Communicating Across Cultural Boundaries" is still looking for one or two Board members to participate on an ongoing basis. Lastly, the Transportation Sub-Committee is meeting next Monday and will discuss the pricing of the taxi vouchers and other relevant matters.

MMSS – Jean Sain attended the Minuteman Senior Services Board Meeting on September 2 and gave the following update: A new Intensive Care Manager to begin August 31 should enhance work of both homecare and protective services as it will allow for more rapport building and flexibility for working with resistant consumers. The Shine Program trained several new counselors. Shine had 3,139 contacts in FY 15. The Ombudsman Director is currently visiting 7 homes weekly due to low numbers of volunteers. Three new volunteers will be trained in September. The Holiday auction begins. Thirty-seven items valued at \$4,300 have already been committed. The Presentation for the September meeting was on Home Care Services: Vendor Contracts. There are 75 total Providers. The 41st Annual Meeting will be held on Wednesday, October 7th from 9:00 to 11:30. An invitation was sent to all COA's. The invitation was also extended to one COA staff member or Board member. Please respond by September 15th. The keynote speaker will be Alice Bonner, Secretary of Massachusetts Executive Office of Elder Affairs.

Friends – Jayce Tilton gave an update on the FOCCOA. They are already talking about their fundraising letter which goes out in December. She also indicated that they have several new Board Members this year including Nancy Shohet West and Peg Gladstone. Everyone seems to be eager to get involved in the Veterans Day COA Intergenerational Road Race.

Old/New Business

FY16 Committees – The Transportation, Space, Long Range Planning and Program Committees should meet and give a report at the October meeting.

COA Road Race – Verna indicated that things are moving along, but they really need people to be volunteers on the day of the race on November 11 from 7:45 am to 11:45 am as well as November 10 from 11 am to 7 pm the day before the race. Race participants to run/walk are also needed. Although the race is only being advertised in Concord and Carlisle, runners and walkers from any town are welcome to register. Flyers are available for distribution. Registration is on line for runners/walkers.

Pilot Transportation Program – The Transportation Task Force is meeting on Monday. David is also meeting with the vendor prior to the meeting and hopes to introduce the vendor to the Task Force. The price of the ride is \$12 to surrounding towns and the amount to be subsidized will be determined.

Employee Appreciation Lunch – Verna is looking for homemade desserts for September 17.

The May 17 meeting will be postponed until May 24 due to town election.

Meeting adjourned at 7:54 pm. The next COA Board Meeting will be October 20 at 7 pm Town Hall, Clark Room.

Elizabeth Acquaviva
COA Co-Secretary