

Council On Aging
Minutes of Board Meeting
April 16, 2013 – Town Hall Clark Room

The meeting was called to order by Chair, Liz Bishop, at 7:04 PM. Board Members Present: Liz Bishop, Abha Singhal, Verna Gilbert, Elizabeth Acquaviva, Liz Thibeault, Joanne Willens, Mary Daigle, Jean Sain. Board Members Absent: Peggy Hilton, Lillian DeBenedictis, Tom Dunkers. Associate Members Absent: Sandy McIlhenny, Natalie Ives, Jim Elgin, Phyllis Goff. Staff Members Present: David Klein, Angela Smith. Staff Members Not Present: Peter Cullinane, Marna Sorenson, Debbie Farrell. Friends Present: Betty Lang. Guests Present: Don Westwater, Melinda Lindquist

Elizabeth Acquaviva, Nominating Chair, introduced guests Melinda Lindquist and Don Westwater as potential new members for next year's Board.

Friends Update - Betty Lang announced the invitations to the Friends' Annual Meeting to be held at Mill Iron Farm on May 19 had been mailed. The guest speakers will be Diane and Andrew Rogers of Clark Farm. They will discuss the topics of sustainable farming and nutrition.

Secretary's Report – The Minutes of the February 19, 2013 Board Meeting submitted by Elizabeth Acquaviva were accepted. The March 19th meeting was cancelled due to a snow storm.

Transportation Coordinator's Report – The February and March reports submitted by Debbie Farrell were both accepted with an amendment to the March Report. The date presented to the COA Board is April 16 since there was no March meeting. The Chair requested that the differentiating of vans be consistent when referencing them.

Transportation General Update - A question was raised why van usage seems to have declined between January and March 2013 vs. the same time period in 2012. David Klein explained that it could be weather related since the winter was harsh or possibly a passenger who may at one time have required van service on a regular basis may no longer require a ride. In addition, Joanne Willens indicated that she has not arranged any theater trips over the winter months. This affects the budget, but actually worked out favorably this year since some expenses were incurred. For instance, a recent organized trip to the BSO required the renting of a bus for 12 attendees since we did not have a van driver available to drive into Boston. David indicated the Van Driver position description has been approved. He has prepared a job posting and will begin to advertise for van drivers. Most likely we need to hire two drivers at this point. The topic of Cross-Town Connect (Transportation Management Association) was discussed. It was agreed that all the facts should be addressed before a Transportation Committee meeting is held to discuss policy for next fiscal year.

Outreach Coordinator's Report –The February and March reports submitted by Angela Smith were accepted with an amendment to the March report as to the reference of the Carlisle Cultural Council Grant. Angela will send an amendment to Elizabeth Acquaviva. Angela encouraged attendance at the upcoming educational programs on health and legal topics and to spread the word to neighbors and friends. The monthly coffees may be held on the first Wednesday of the month vs. the first Thursday of the month due to the uncertainty of Chelmsford Crossing's continuance and the availability of the churches. Therefore, Board Members who sign up should be flexible. Angela is always looking for participants to enroll in the various exercise classes in order to continue offering them. Getting the word out that Community Conversations are not just for seniors is underway. Angela wrote an article for the Carlisle Mosquito about the Community Conversations which the newspaper will run once they have

enough space. Joanne suggested the Action Unlimited as a resource. Where supplies are involved or free lunch is offered, the Action Unlimited would not be a good resource. The Volunteer Appreciation Lunch on May 20 for people who volunteer the most time and the Spring Fling on May 31 were discussed. The topic of the time requirement involved for Angela in matching up senior tax workers and candidates and overseeing the program was discussed.

Social Worker's Report – The February Report submitted by Peter Cullinane was accepted. No report for March was submitted.

Treasurer's Report – The reports for February and March submitted by Verna Gilbert were accepted. The financial reports look fine for this time of year.

Director's Report – The reports for February and March submitted by David Klein were accepted. David read a letter addressed to the COA from Gio DiNicola thanking them for presenting her mother, Clara DiNicola, with the Boston Post Cane. David thanked Angela Smith for all her research and dedication to this community project. MySeniorCenter sent a newsletter of fun facts that David shared and it demonstrates our community's high participation. Angela's new position has been approved by Personnel Board and the Board of Selectmen. It will be included as part of the overall COA budget in the Town Warrant. The policy of COA van usage for seniors and disabled was discussed. Transportation is the biggest hurdle we need to address. The tracking of programs using MySeniorCenter will be valuable for analyzing the offerings.

Nominating Committee – Elizabeth Acquaviva and Liz Thibeault gave an update on the search for new Board Members and Associates. The committee will continue to seek potential new members and will have the proposed slate prepared for the next meeting including the Officers.

MMSS - Jean Sain gave an update from the February and March Minuteman meetings she attended. February MMSS had a presentation program on SHINE. MMSS is looking for more SHINE councilors. Clyde Kessel, who oversees our equipment, is taking the training. There was extensive discussion on sequestration and how most programs will be affected. In March there was a push for the Advocacy and they had 7 staff members who went to the State House and visited the 18 State Reps and Senators to advocate the end of the homecare waitlist. The topic of Integrated Services was discussed by the Linkage Manager at MMSS during the March meeting as well.

Liz Bishop made a motion to extend the meeting time by an additional 10 minute. Motion carried.

COA Day Trips – Joanne Willens gave an update on the recent and many upcoming trips she is offering. In April, there was a lunch trip to Mangia Mangia in Billerica and a shopping trip to the Wrentham Outlets. In May, lunch was at Bamboo. All trips are published in the Carlisle Connection newsletter. The May 17 trip to the Isabella Stewart Gardner Museum has a headcount of 32 attendees.

Committee Information/Old/New Business:

FinCom/BOS Budget 2013 - David discussed where the budget will be at the end of the year expense-wise and salary-wise. Expense-wise we are the same level as last year. Also discussed were the various grants received and how they possibly will be spent over the next 3 months.

Personnel Board Facebook Introduction Information - The use of Facebook for raising awareness of the COA was discussed.

Adjournment 8:37 PM. Next Meeting May 21, 2013 at 7 PM Town Hall - Clark Room

Elizabeth Acquaviva, COA Board Secretary