

Scituate COA Board Meeting
September 14, 2017
Scituate Senior Center

Present: JD Miller, Chairman; Gordon Price, Vice-Chair; Janice Desmond, Leslie James, Janice Lindblom, Lorraine Sorrentino, Henry Yeh, Caitlin Coyle, Helen Jablonski, Board Members; Bette Johnson, FOSS Liaison; Joan Powers, SSES Liaison; Linda Hayes, COA Director.

Meeting Called to Order @ 5:34pm

Minutes for June 8 and August 10 approved by the Board

Introduction of new members Caitlin Coyle and Henry Yeh

Director's Report:

- Feasibility Study Update: Survey closes on 9/15/17. Linda and JD would like to discuss the survey results at the October meeting. BOS liaison John Danehey will be present at that meeting. There have been 30 hardcopy surveys completed and around 700 on-line at this time.
- Office: Staff performance reviews were done for the first time in four years. Scituate HR assists with the reviews. The new phone system installation is on hold due to the unexpected cost. With the TA leaving there is no timetable for completion. The roll-out of a new payroll system is also tabled until January 1. The staff will be able to input paid time off themselves – at this time either Jill or Linda takes care of that. Linda has a new back-up leader for the Tai Chi classes and a new 24-week cycle begins on October 10. A meeting with Department Heads in town may have opened up new opportunities for the Tax Write-Off program; The COA received another offer of monetary donations in the name of a deceased loved one (Peg Hallihan).
- SHCB/Off-Site: 15 classes have been held off site with most being at the SHCB. This presents problems with staff being in charge of opening/closing buildings but it has been worked out with town staff. The Art and Craft Sale was very successful thanks to many participants, including artists of Joanne Papandrea's classes and FOSS members. It was held over two days – Aug 25 and 26 – at the SHCB and 15% of artists sales went to the COA totaling approximately \$1,000. Linda prepped Kindness Rocks for inspirational sayings to be written on with the theme of #ScituateSeniorsRock.
- Programming: Zumba moved three times and is now at the Maritime Center until November. There is no space for dance classes but the COA is hoping for classroom availability at the old Gates school; The AMP is due to start next week and run for 10 weeks. Grant funds from Harvard Pilgrim will be used. Linda may cap participants at 15 due to cost. The SEF would like to take photos of the Interact Club with the seniors that will be using the iPads bought with grant money awarded by SEF. That program will start in December. Multigenerational yoga starts in October and will run for six months, ending in March 2018.
- Upcoming:

- The COA Health Fair is October 24 at St. Mary's. Hours are 10:00am to 1:00pm. Exhibitors, speakers, giveaways, lunch for first 50. Lisa is looking for two volunteers to help with the greeting table.
- SANDS will also take part in the Health Fair along with SPD and SFD. More information will be provided at the annual Emergency Preparedness talk in November/December.
- Laura Minier was asked to speak at the Housing Authority monthly meeting for Senior Housing residents scheduled for September 20 at Lincoln Park.
- The MCOA Conference is October 18-20 in Danvers.
- The next Board meeting will be October 12.
- Monthly Reports:
 - Outreach: Food Assistance includes SNAP and farmer's market coupons; enrollment period for Medicare D is early November.
 - Transportation: Have called on Public School driver to help out with trip(s) this summer. Jean asks that seniors who have requested transportation to call if they are not going to their regular destination - otherwise she tries to keep regular riders on the schedule. GATRA is encouraging the COA to start to occasionally use their own vans for out-of-town medical appointments. This has not been planned as yet, but is being considered.
 - Activities: Balance for Life is now 3x/wk; next COA meeting may involve Laughter Yoga; new Tai Chi class will be starting after Columbus Day for 24 weeks.
- Liaison Reports:
 - SSES: Board Meeting was held September 5; The finances are strong; discussed was Medicare and Medicaid changes i.e. approvals and new requirements; changes in nursing homes; Protective Service worker went to New York for training; a Kosher meal site was approved in Quincy; Sen. Timilty will serve on the Advisory Council; the awards ceremony will be at the Lantana in Randolph on 11/13; part-time elder care workers, October 11; MOW still needs volunteers with delivery 5x/wk, preparation and serving the meals M/W/F from 9:15-1:30 and T/R for delivery starting at 10:30am. Delivery drivers do get reimbursed for mileage; the next St. Luke's dinner is on 9/24; 10/22 the Rotary will be sponsoring and serving the dinner at St. Luke's.
 - FOSS: September 16 from 12pm-3pm is the fashion show – no tickets will be sold at the door. Tickets go on sale October 2 for Trivia Night with Al Kozlowski on October 20 at St. Mary's; December 2 is the Holiday Fair at St. Mary's; FOSS participated in the recent art and craft sale with the COA.
- Committee Discussion and Assignments
 - Standing Committees
 - Long Range Planning Advisory: Gordon Price, JD Miller, Caitlyn Coyle
 - Nominating Committee: none

- Finance: Leslie James and Janice Desmond
- AD Hoc Committees
 - Events: Lucille Sorrentino, Helen Jablonski, Janice Lindblom, Henry Yeh
 - Marketing and Advocacy: Lucille Sorrentino, Gordon Price, Janice Lindblom, Helen Jablonski
 - By-Lay Review Committee: Janice Desmond
- Discussion: Linda will investigate open-meeting law and posting of agendas for sub-committees; Janice Desmond will be looking at other towns and what their by-laws are. Once the Board votes on the by-laws it goes to the BOS to vote on.

Meeting adjourned at 7:04

