

EDGARTOWN COUNCIL ON AGING
BOARD MEETING
January 21, 2016
MINUTES

The meeting was called to order at 8:30 AM by Kevin Ryan. Also present were Board members Jay Sigler, Glenn Carpenter, Olga Church, and Administrator Paul Mohair. Chris had advised she would be unable to attend.

Minutes Copies of proposed minutes from the December 17, 2015, meeting were distributed and read. Upon motion by Olga, seconded by Glenn, the minutes as proposed were adopted unanimously.

Budget Paul distributed copies of the budget report with expenses as of January 20th, as they appear in the town bookkeeping system. Paul said spending is in keeping with where we are in the fiscal year with no extraordinary expenses. He pointed out postage was a little over budget because a town check for post office box rental was inadvertently used to purchase stamps. There was general discussion.

Friends of ECOA Report Janice Belisle, treasurer for the Friends of Edgartown Council on aging was present. Janice reported the Friends are doing well financially. They received a very successful response to their appeal letter this year. They also got donations from a number of local businesses for the first time. The Friends recently met at the Anchors. Olga asked about membership; Janice said they have about ten members. There was discussion about the Friends' policy of paying for needy seniors' medical, food, and shelter costs. Paul said the staff agreed all requests for funds from the Friends will be through Paul after the staff has reviewed the request.

MV Center for Living Leslie Clapp reported on the status of the purchase of the old VNA building by the county to house the C4L. The building has not been purchased yet. Martina, the County Manager, believes the county will buy the building by March 15. There are a number of issues, including approval of the financing through bonds, and state legislation to allow the C4L to lease the building without putting it out to bid. There were various estimates regarding the date by which the C4L could take occupancy. Leslie related some of the other work that has gone into the design and planned renovations to the building. Leslie also talked about the \$1.2 million bequest the C4L received and how that may be used for the building. The Supportive Day Program and Center for Living were discussed in general. Leslie then left the meeting.

FirstStopMV Program Manager, Karin Kugel Karin entered the meeting and introduced herself to the Board. Using the computer in the room, the FirstStop website was accessed. Karin explained FirstStop was created by the Dukes County Healthy Aging Task Force to provide a primary clearinghouse for all the elder providers and services available on the island and elsewhere. In addition to the website, FirstStop can be accessed by telephone. The website is operational, but not yet complete and will remain a work in progress as new providers and services become available. FirstStop will include public, private, for-profit, and nonprofit providers. It will also have links to other websites, e.g., the hospital, island COAs. Jay suggested putting snow removal services on the website. There was discussion on ways to get the word out on the FirstStop website. Karin then left the meeting.

Outreach Report Victoria entered the meeting with Lyndsay Famariss our new part-time outreach worker. Lyndsay introduced herself to the Board. Lyndsay gave a brief history of her work history, including her social work at Community Services. Victoria related some of her recent cases with which Lyndsay has been assisting, including fuel assistance and free cell phone service. Paul observed it has been a huge advantage to have Lyndsay in the building on lunch days, Tuesdays and Fridays. There was discussion.

Administrator's Report Paul briefly reviewed the annual report he submitted to the town earlier this month, calling attention to the large number of activities, events, programs and lunches last year. Our lunch program was discussed. Paul and Kevin reported their appearance before the town Finance Committee regarding our proposed 2017 fiscal year budget went well. There was one question from the committee about the CORE funding article.

Paul advised his personnel evaluation is due in March. He distributed the evaluation forms for the Board to confer and complete, and return to Kevin. The new town head of Personnel is Elaine Graves, who previously worked in the town Treasurer's office. She has been very helpful. Paul said he is having knee replacement surgery and will be out the beginning of March. His five year "anniversary" date at the Anchors is March 14th.

Building Use Policy Paul distributed copies of his amended draft of our Building Use Rules and Guidelines. The Board went through the document line by line. There was extensive discussion. Kevin was concerned with potential liability issues. Paul said requests for use of the Anchors are made two or three times each year. Kevin suggested all requests be restricted to Edgartown government and departments.

Responding to Kevin, Paul advised all users of the building sign a waiver of liability prior to use. There was discussion about waivers, liability, and immunity.

There was discussion about the times of the day the building can be used. The Board set the use fees at \$75 for the first four hours, \$150 for any time over four hours. Paul said the only way to recover for damages is a security deposit, demand, or law suit.

Paul had distributed copies of his amended draft of the Application for Building Use. The Board was satisfied with it as amended.

Upon motion by Olga, seconded by Jay, the Board unanimously adopted the Building Use Rules and Guidelines, and Application as presented by Paul and modified herein.

Director of Senior Services Report Wendy then entered the meeting. She discussed some upcoming programs, including Wednesday morning exercise at the Boys and Girls Club, bowling with the Tisbury COA, a computer class, a TED Talk presentation, a trip to the local museum, a conversation group discussion led by Jay, and more. There was discussion. Janice mentioned Donald Benefit wanted to sponsor a Cod Fish lunch at the Anchors. He will catch, clean, prepare, and cook the fish. Wendy said she will help coordinate the lunch with our cook, Diane. Wendy reported there is about \$2,700 in our Special Account, the account which funds our lunch program. There was discussion about the cost of running the program and the funding thereof.

Paul left the room and returned with copies of the general Waiver of Liability form we have signed for all those using the building or participating in Anchors exercise programs. There was brief discussion.

New Business There being no new business, upon motion by Jay, seconded by Olga, the meeting was adjourned at 10:40.