

EDGARTOWN COUNCIL ON AGING
BOARD MEETING
March 15, 2012
MINUTES

The meeting was called to order at 8:30am by Chairperson Nancy Shemeth. Present were Board members Judy Hathaway and Olga Church; also attending were Jay Sigler, the Friends of ECOA Representative, and Administrator Paul Mohair.

Olga advised she will not be present at next month's April meeting.

Minutes Upon motion by Judy, seconded by Olga, the minutes of the February 16, 2012, meeting were unanimously approved.

Budget Paul distributed copies of the monthly budget report to each Board member, which included year-to-date expenses. He pointed out the miscellaneous line item had increased, mostly for purchases at the Cash and Carry which were related to the care and maintenance of our new floor, and for end-of-the-fiscal year bulk items, such as paper towels.

To answer Olga's question, Paul explained the interstate travel line item was for conferences and costs related thereto. Paul further explained expenses under dues and office supplies. Paul said that, as of the date of the report, March 12th, we were still under spent by about \$2,000. Olga asked if we were allowed to move money from one line to another, to which Paul answered we could, with some restrictions. There was general discussion on the budget, personnel, and non-personnel expenses.

Program and Volunteer Report Laurie was not present, Paul read from her written report. He said that we continue to show movies twice a month, which ten or so people attend. Paul hopes that we will attract a larger audience once our large flat screen TV is installed. The TV is in the building and hopefully will be installed next week. We also have a women's circle meeting once a month which has become popular. We continue with weekly salsa and exercise classes. The men's book club will be meeting next month to discuss its first book. Other programs in the coming month include Easter egg painting, a "Quest for Adventure" lecture series given by Nancy Lotz, wreath making, and a walking/hiking club, the "Silver Sneakers."

Laura reports her outreach includes about twenty-eight seniors whom she visits and calls, and to whom she may offer other services. We have a new volunteer in the kitchen, Brigit Mitchell, who is the manager of the Victorian Inn, and will be assisting until the Inn reopens for the season. Paul advised that our programs and activities, with the exception of Friday afternoon, now fill all available time and space at the Anchors- keeping in mind the Day program is here most of Monday and Wednesday.

Friends of ECOA Report Jay gave the Friends report. He said the Friends had created a separate fund for the money received from the estate of Audrey Richard, so that it is not comingled and can more easily

be allocated toward the purpose for which it was intended. He advised the Friends' present finances will not allow them to be as generous to needy Edgartown residents as they have been in the recent past. Jay said Audrey's will seemed to intend that her bequest be used to support programs, including renovations, painting, and redecorating the first floor. Jay said this will take a little time because they want to get comparative estimates for the costs. He explained there is bookkeeping involved and they want to spend the money prudently and intelligently. Otherwise, Jay said the Friends were financially solid and in good shape. The Board thanked Jay and the Friends for their care and generosity. Jay then left the meeting.

ECOA

Outreach Reports Paul said Victoria was unavailable, on a home visit assisting a compulsive hoarder, and that she had prepared a report for the Board from which Paul read the highlights of her work for the last month. Among her cases is one senior with Alzheimer's whom Victoria is attempting to transition to long term care. She is resistant and has few living relatives. A recent COA client who has early onset Alzheimer's has become a concern. She has a son who will be moving in with her soon. He is volatile with a history of assault and battery arrests, as well as multiple DUI's. Victoria is monitoring the situation and has alerted Elder Affairs as well as the town police. The elderly siblings with whom Victoria has been working continue to be a concern. The brother has been banned from Stop and Shop for shoplifting. His sister is too disoriented to do the shopping. Their home is a health hazard and unsafe. Victoria has involved Elder Services and the town in an effort to provide services and to have them relocated. In another matter, Victoria is today meeting with a family to make a CORE referral for a suicidal, depressed client recently hospitalized from a drug overdose. Paul mentioned that Victoria has been meeting with Dianne Durawa and Jaque Cage from Elder Services to advise her on cases and training. Paul said Victoria was performing very well as our outreach worker.

Administrator's Report Paul observed that his one year anniversary passed yesterday, which the staff commemorated with a small surprise party. He said the COA was running very well, he was very pleased with personnel performance. As far as he knew, our seniors and Anchors clients were very happy with our programs, activities, and people. Paul said he was unaware of any problems or issues of which the Board should be informed.

Building Concerns Paul said the new TV and accessories to have it mounted and hooked up are here, presently stored in his office. He said he and Adam, the town IT person, were working on setting it up and it should be up and working soon. Our new stove was coming and should be here and installed by the end of next week. He also said the installation was complicated, requiring new fittings, carbon monoxide detectors; that it has an electrical system which will shut off the stove if carbon monoxide is detected and also have a switch to re-boot the stove if it does get shut down. The installation makes the stove cost a few more thousand dollars over the purchase price.

Paul reported that, as far as he knew, the MVC4L had not received word whether it had been awarded the grant it was seeking to develop a facility at the airport property. There was discussion about the Center for Living, its plan for development, grant writing and funding.

New Business Kathleen Young, an Edgartown resident, appeared at the meeting. Paul introduced Kathleen to the Board members. Kathleen applied to the Board for the use of the Anchors for the purpose of having a mixer or social event, “The Full Moon Social,” to attract single, over age 55, island residents to meet from 5pm to 7pm on Saturday, April 7th. Kathleen plans to have live music, refreshments, and no alcohol. There was discussion on the COA building use policy. Paul advised our policy allowed community groups, government agencies, or non-profits to use the Anchors. Everyone agreed Kathleen’s group could be classified a “community group.” Answering Olga’s question, Paul advised there was no requirement that an employee or Anchors representative be present during the event or activity. Kathleen will be designated the responsible party for the safety, maintenance, and integrity of the building and be given the combination to the locks. Olga asked, what is the legal maximum occupancy of the Anchors? Paul said he will find out, and determine if there is a requirement for law enforcement to be present. Nancy said her primary concern is that we follow the prescribed policy. Paul said there will be no problem doing that; he cited the Rotary Club’s annual pancake breakfast at the Anchors as precedent for a similar use of the Anchors. Kathleen said there will be someone at the door for screening and crowd control. Upon motion by Olga , seconded by Judy, the Board unanimously approved the use of the Anchors for the social event as described by Kathleen subject to the Anchors Building Use Policy as written and all applicable local and state laws and regulations with respect to building occupancy, safety, and maintenance. Kathleen thanked the Board and left the meeting.

Nancy observed two board members’ terms would expire soon and that a Nominating Committee for new officers will be picked at the next meeting. New officers, the Chair and Co-chair, will be elected at the May meeting.

There being no further business, the meeting was adjourned at 9:50a.m.