

**EDGARTOWN COUNCIL ON AGING
BOARD MEETING
September 19, 2013**

MINUTES

The meeting was called to order at 8:40am by Co-chairperson Glenn Carpenter. Present were Board members Olga Church and Kevin Ryan, and Administrator Paul Mohair. Also present was Patty Dean from the Friends of ECOA.

Minutes Upon motion by Kevin, seconded by Olga, the minutes of the June 20, 2013, meeting were unanimously approved as proposed.

Budget Paul distributed copies of the year-to-date budget report. All expenses and line items were reasonable and acceptable. Paul explained that the miscellaneous line item contained a number of purchases, including furniture, computer hardware and other items that make expenses here appear high. There was brief discussion.

Program & Volunteer Report Laurie then came to the meeting. She said all programs were successful and well attended. Our lunches were doing amazingly well- almost all are full to the point we are turning people away. All summer every lunch did between 70 and 75 people. For activities and programs, she mentioned an author's readings, a tour of Falmouth sites, and a trip to Provincetown. There was some discussion about charter bus companies and their operations and cost. There will also be more trips and talks, some walks, health screenings and presentations. She talked about her outreach, which has been very busy; she said all was going very well. Laurie said we continue to keep a balance of about \$1,900 in our special account. Laurie said she would probably hand in her resignation on or about October first, and that her last day would be about eight weeks thereafter. All wished her well and agreed she will be difficult to replace and will be missed very much. Laurie then left the room.

Friends of ECOA Report Patty Dean gave a brief report; she said Madeline Fisher had resigned from the Friends. No one has yet replaced her or been elected President in her stead. The Friends continue to receive funds from their appeal letter sent out a few months ago, which is about \$5,000 so far. The Friends will continue to give the COA \$10,000 the next calendar year. The Friends will also try to get an article published in the MV Times explaining and describing what the Friends do. Paul asked about getting the ground floor walls painted, paid for by the Friends; Patty had no new information, but will bring it up at their next meeting. Olga mentioned and Patty agreed that the Friends should and would try to get more men involved in their organization. Patty remained for some of the meeting.

Outreach Report Victoria then came to the meeting. She reported that she recently attended two trainings: one on fuel assistance and the application process, and one by the University of Rhode Island on geriatrics. Also, Victoria said she has received a number of referrals this month after a lull in August. Fuel assistance and CORE referrals have increased this month; Victoria has also taken over a stroke victims' support group which meets once a month at the Anchors and is well attended. Olga suggested Victoria arrange to have someone available as a backup to run the group in the event she could not attend; Paul said he had cautioned Victoria about spreading herself too thin with too many commitments. With Nancy Langman, she also helps facilitate at Community Services a memory loss support group every Wednesday. She and Nancy alternate weeks; she said the group was sponsored by a \$5,000 grant from Farm Neck. There was some discussion and Victoria left the meeting.

Administrator's Report Paul said the COA is operating very well. He talked about the handicapped ramp, that, according to the town building inspector, it did not have to be replaced but only repaired. Accordingly, it will not be as expensive. Paul is talking to Burnham and Magnuson, who built the ramp, about the repairs. Paul said he will be working on our cook's job description to improve, add detail to the description in an effort to upgrade the job and salary grade level. He will eventually present this to the Town Personnel Committee.

The Formula Grant application for this fiscal year has been submitted and will be used for a new refrigerator, meat slicer, and basement shelving. Glenn asked about our medical equipment we lend; there was discussion.

Paul said he was still working on deadening the sound in the meal room. He said Leslie had told him plans had been submitted to the county for the Center 4 Living facility with an estimated construction cost of about \$1.2 million. We await the county's response. Paul said the staff morale is high. The next big personnel issue will be replacing Laurie. Once she resigns Paul will publish the job notice opening. In response to Olga's question, Paul said he would like the board to participate at all levels of the process- screening the applications, interviewing the candidates, and making the final selection. Olga suggested every board member be involved in the final selection, at the least. Paul agreed.

MVC4L There was no one present from the MVC4L, there was no discussion other than what was mentioned in the Administrator's report.

There being no more business, upon motion by Kevin, seconded by Olga, the meeting was unanimously adjourned at 9:25am.

