

EDGARTOWN COUNCIL ON AGING
BOARD MEETING
December 19, 2013
MINUTES

The meeting was called to order at 8:30 am by Chairperson Chris White. Present were Board members Olga Church, Glenn Carpenter, Kevin Ryan, and Administrator Paul Mohair.

Minutes Glenn moved, and Kevin seconded the motion to accept and adopt the minutes from the meetings of October 17, November 1, November 13, and November 14 of 2013. The motion passed unanimously.

Budget Paul distributed copies of the year-to-date budget report, current as of December 16th. Paul called attention to the miscellaneous line item that is over spent for the year; he explained a substantial amount of the expenses are for non-food lunch items, including paper products, cups, to-go containers, wrappers, and such. Also included in miscellaneous are expenses for acquisitions such as appliances, computers and computer hardware, furniture, office equipment. Paul said next year's budget will contain a new line item, "new equipment," which will more accurately reflect where these expenses go. There was extended discussion concerning the lunch expenses, including the possibility of raising the price of our lunches \$1, to cover the non-food lunch costs. Chris suggested buying in bulk off-island. There were various suggestions to rein in some of the lunch expenses; there was consensus that ultimately, we may have to raise the price of our lunches \$1 per lunch to keep the program paying for itself. There was more discussion about the budget in general.

Program and Volunteer Report Paul requested a motion approving a resolution removing Laurie as a signatory on our Special Account, and placing Wendy as a signatory. Paul explained this account receives the money paid for lunches as deposits and disburses funds for the lunch expenses. No other funds pass through this account. Upon motion by Glenn, seconded by Kevin, such a motion was passed unanimously. Paul presented a written resolution to Chris for her to sign that he could give to the Town accountant. Wendy then came to the meeting. Wendy said she was happily adjusting to her new position with the Anchors and is comfortably getting acclimated. Wendy talked about some activities including a planned trip to an orchid show on the Cape next month. Paul asked what she thought was the hardest part of her job so far, Wendy said remembering everyone's name was most difficult. Wendy gave the Board a thank you card from Laurie which was read a loud and passed to each Board member. Wendy then left the room.

Outreach Report Victoria then came to the meeting. Victoria said that she had picked up some of Laurie's outreach clients after her departure so there are now 57 outreach clients. This is a

transition period; Victoria had reviewed Laurie's client list with her thoroughly. Victoria explained that she and Wendy were working together so that all clients knew both of them and that together they will work to provide outreach to all 57. So far this seems to be working out well. There have been many fuel assistance applications. She said she has called Laurie a few times but has not had to rely upon her since she left. Victoria described a new client who did not warm to Victoria, but liked Wendy. There was some discussion about our senior restaurant meal program that coordinates the preparation of meals by Edgartown restaurants which are then delivered by our staff to home bound Edgartown seniors. Chris suggested Victoria meet with her in the near future to address some of the difficulties she was having getting participation. Victoria described her Memory Loss support program that has group meeting once a week, about which the Vineyard Gazette will publish an article soon. Victoria also spoke about her Stroke Support group that meets once a month. There was discussion. Victoria then left the meeting.

Friends of ECOA Report No one from our Friends was present.

Administrator's Report Paul said the repairs and improvements to our handicapped ramp were finished, including the bronze and brass hand railing which is spectacular. Paul said the ramp and railing should be good for at least a decade and probably more. Paul said most of the major repair and improvement projects to the Anchors were complete with the exception of the acoustic treatment to the large dining room to prevent sound echoes. There was some discussion; Kevin suggested hanging tapestries on the walls and that he may know someone that may loan us some. There was also some discussion about replacing our fluorescent lighting. Paul reported the staff was functioning well as a team and moral is high. Everyone seems delighted with the addition of Wendy to our staff and her integration into the staff has been seamless.

MVC4L Paul said that he attended the last Board meeting. It was reported that a proposal is before the County to lease and develop a building at the airport property. A lease must be negotiated and a RFP will be put out for the building construction. This could take 2 to 3 years for completion. There appears to be progress, though not as quickly as we might like. Olga asked what we would do with the extra 2 days when the Day Program departs. Paul said there will be no problem filling the extra time with programs.

New Business Kevin asked if he won a raffle for heating oil, is there some way to distribute it through the Anchors. Paul said he knew a number of senior who were in need of fuel oil and that it would be easily done..

The next Board meeting is February 20th, next month.

There being no more business, the meeting was adjourned at 9:40am.