

**• COUNCIL ON AGING
BOARD OF DIRECTORS MEETING MINUTES
November 15, 2017**

IN ATTENDANCE: COA Director Lynne Stanton, Kathryn Alesse, Dot DiChiara, Laurel Puchalski, Frank Sadowski, Anita Wright
CALL TO ORDER Meeting called to order at 9:35 a.m.

MINUTES of 10/25 were unanimously accepted as amended on a motion made by A. Wright, seconded by D. DiChiara

TREASURER'S REPORT (see attached) given by D. DiChiara unanimously approved on a motion made by L. Puchalski, seconded by A. Wright.

DIRECTOR'S REPORT (see attached)

- * L. Stanton met with Capital Improvement Committee (CIC).
- * CIC recommended continuing with MVRTA van. Rather than purchasing a new van, as was in the original CIC plan, it was suggested that L. Stanton research leasing a van from a dealership which specializes in appropriate vans for the time when the MVRTA van no longer works.
- * Senior Center has thus been moved up on plan to FY19.

SENIOR CENTER INITIATIVE COMMITTEE REPORT given by A. Wright

- * Open meeting was not as successful as expected, as there were technical difficulties that made for a poor presentation. Audience couldn't hear the presentation and the equipment was not set up appropriately for the meeting.
- * The Committee and the Director will continue to meet with the architectural firm CBA regarding specifics on wishes and needs for the Center.
- * Friends of the COA will no longer be supporting programs with their funds, but rather save their earnings for helping with the Center.
- * K. Alesse will meet with a member of the Newburyport Senior Center's Fundraising Committee to get ideas and suggestions for fundraising. She will report back to the Board.

MEETING ADJOURNED at 10:55 a.m. on a motion by A. Wright, seconded by K. Alesse and unanimously approved.

NEXT MEETING: December 20, 2017, 9:30 a.m., Public Safety Building Conference Room

RESPECTFULLY SUBMITTED BY Laurel Puchalski

TOWN OF GROVELAND
2018 JAN 18 PM 12:50
TOWN CLERK
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Groveland Council On Aging - *Director's Report*

November 15, 2017

Old Business

- ♦ **Fuel Assistance** Will receive funding again this year from the Cong'l Church for seniors' winter heating. Total \$\$ amount hasn't been given yet. Amanda working on recipients.
- ♦ **Flu Clinics w/ Rite Aid** Ages 9+ - Adults – November 7 + 14 from 5:00-7:00pm at Town Hall.
- ♦ **Police Assoc. Harvest Dinner** Event held Wed., Nov. 1. 82 attended. Very well received by all.
- ♦ **Men's Breakfast** First breakfast on Tues., November 14 breakfast cancelled. In spite of it being free (via Ray Gouley – Electrical Safety), speaker had done 3 prior. Men didn't care about it.
- ♦ **Holiday Food** Receiving baskets from Groveland Cong'l Church (12) + Ocasio's Martial Arts (5) + Stuff-a-Cruiser
- ♦ **Birthday Party** November event was popular. Turkey dinner thru Chicken Connection.

New Business

- ♦ **Town Hall/COA** Closed Dec. 25th and January 1 (both Mondays). COA office will also be closed December 29 (Friday). Nisha off / Lynne on vacation that week.
- ♦ **Elders** Mental health issues prevail. There was a recent suicide at River Pines. Harassment by a neighbor was relentless.
- ♦ **Staff** Van driver ad still not posted in *Eagle Tribune*. Richard has been filling in (very much appreciated. No other response so far. All is well with Nisha and Amanda.
- ♦ **FY18 Budget** On target. See Treasurer's report
- ♦ **MVRTA Lease** No details yet on ownership transfer yet. Met with CIC on November 14th.
- ♦ **Van** windshield replaced. Coady's inspector out sick. Annual van inspection will occur Monday, November 20.
- ♦ **Programs / Events** Reduced programs in January / February. Ditto the library. Attendance and trips are poorly attended during bad weather.
- ♦ **Medicare Open Enrollment** (Oct. 15 – Dec. 7) 11 Rx Formulary searches done this month.
- ♦ **Senior Center Initiative** Nisha and I met with architect (John MacMillan and Jim Hanifan from CBA) on November 2. Needs, wants, wishes were discussed. Update from Anita.

Coming Events

- ♦ **Men's Breakfast** Tues., December 12th - Speaker – Lee Thomas on "History of Presidency"
- ♦ **Ornament Workshop** With Melissa Lawless—December date TBD
- ♦ **Holiday Party** Thurs., Dec. 14th w/ small group of Pentucket musicians.

Next COA Board Meeting:
Date: December 20, 2017 Time: 9:30am
Public Safety Building – Conference Room

Council on Aging Treasurer's Monthly Summary for FY2018
October 2017

ITEM	BUDGET	2017						2018						Year to Date Balances	% Left
		JULY	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUNE		
PAYROLL															
Director	\$53,601.00	\$2,880.64	\$4,115.20	\$4,115.20	\$4,115.20									\$38,374.76	71.6%
Office Staff	\$34,064.00	\$1,895.73	\$2,614.80	\$2,614.80	\$2,614.80									\$24,327.87	71.4%
Outreach	\$8,435.00	\$485.70	\$647.60	\$647.60	\$599.03									\$6,055.07	71.8%
Van Drivers	\$19,300.00	\$1,018.88	\$1,018.88	\$1,303.88	\$1,482.00									\$14,476.36	75.0%
Payroll Subtotal	\$115,404.00	\$6,280.95	\$8,396.48	\$8,681.48	\$8,811.03	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$83,234.06	72.1%
EXPENSES															
Bills Payable	\$7,600.00	\$1,169.51	\$1,038.36	\$107.88	\$554.23									\$4,730.02	62.2%
Budget Month	\$123,004.00	\$7,450.46	\$9,434.84	\$8,789.36	\$9,365.26	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$87,964.08	71.5%
FORMULA GRANT	\$13,095.00														
Mail Deposit		\$2,748.13												\$2,748.13	Formula Grant Balance = \$13,095.00
Postage Cost		\$390.56	\$390.20	\$389.45	\$390.54									\$1,560.75	
Mail Balance		\$2,357.57	\$390.20	\$389.45	\$390.54	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,187.38	
Mail Withdrawal														\$0.00	
Printing														\$1,045.00	\$2,816.15
Outreach														\$1,546.15	
														\$225.00	
Other Expenses															\$10,278.85
Grant Month	\$0.00	\$845.52	\$453.32	\$742.99	\$774.32	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,816.15	78.5%
REVOLVING ACCOUNT	Beginning Balance													Year to Date Balances	
	\$13,478.84	\$13,478.84	\$13,323.30	\$12,838.25	\$13,422.27	\$13,069.24								\$13,478.84	
Taken In		\$487.75	\$267.39	\$863.00	\$227.00									\$1,845.14	
Expended		\$643.29	\$752.44	\$278.98	\$580.03									\$2,254.74	
Balance	\$13,478.84	\$13,323.30	\$12,838.25	\$13,422.27	\$13,069.24	\$13,069.24	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$13,069.24	