

Acton Council on Aging Board Meeting Minutes for 10/19/2009

Present: Barbara Tallone, Chair; Charlie Aaronson, Vice-Chair; Gena Manalan, Treasurer; Sally Thompson, Secretary; Stephen Baran; Jim Papachristos; Paul Turner; Barbara Willson; Jean Fleming, Director; Mike Gowing, Liaison from Board of Selectmen.

Absent: Pat Ellis; Connie Ingram, President, Friends of the COA; Detective Dan Silva, Liaison Police Department

Call to Order:

The meeting was called to order by Barbara Tallone at 3:50 PM on 10/19/2009 at the Senior Center.

Review of the Minutes:

The minutes of the Acton Council on Aging Board meeting for 09/14/09 were amended and accepted.

COA Chair Report

Barbara Tallone passed around sign up sheet for board members to sit at COA table at AB High School on November 14th, 2009 for the Wellness University.

Barbara Tallone initiated a robust discussion of prioritizing the COA “wish list”. Items were prioritized by safety elements and program elements.

Safety

1. Glass inserts in swinging entrance doors to the dining and living rooms
2. Video monitoring system at entrances so staff can see who is entering and leaving the building
3. Bulkhead covered and handrails for stairs to the basement

Program

1. Soundproof partitions for living room to allow doubling of program capacity in living room
2. Additional parking spaces/transportation options
3. Covered walkway between living room and dining room

Liaison to BOS

Mike Gowing reported that the finalized version of the Town of Acton Handbook is in process and will be available soon. He stated meeting format details will be clarified as well as posting of meeting dates and minutes.

Sixty-five per cent of the seasonal flu vaccine has arrived and will be dispensed in clinics. The H1N1 vaccine is not currently available.

Director's Report (Jean Fleming):

Safety Net and Outreach - COA staff have been collaborating with the Acton Police Department and with the Acton Social Worker. A particular example of collaboration was described that provided much needed service to a senior couple in crisis.

Mike Gowing and Jean Fleming are attending a Transportation Institute orchestrated by the Transportation Advisory Committee.

The November COA newsletter goes out next Wednesday with excellent fall events and programming options. More than 10% of households receive the newsletter by email or pick it up directly at the senior center, cutting costs of printing and mailing.

Some highlights are below:

- November 9 – First of 3 sessions on Principles of Islam
- November 13 – Veterans Day breakfast with Band of Liberty performance to follow
- November 14 – Wellness University
- November 17 - Thanksgiving dinner and the Friends of the COA craft fair
- Trip to Smith College Museum of Art Chrysanthemum Show
- December 3 – Open House - representatives of various classes and programs will be available to answer questions about their offerings for interested seniors
- December 10 - Holiday Tea

January 2010 – Driving program for seniors is planned. This program is the 6 hour AAA drivers education program that is provided in 2 three hour sessions.

The 2009-2010 formula grant has been awarded but implementation is moving slowly. Extending staff hours to allow for program expansion is a priority.

Treasurer's Report (Gena Manalan)

The total 2010 non personnel budget is \$24,762. In the first quarter expenditures totaled \$7,676. This expenditure includes paying \$3,005 for Minuteman Senior Services for the year as well as \$1692 for printing and \$2048 for postage for the quarter.

Liaison to Healthy Communities-Health Department Group

Barbara Willson attended the first meeting. A \$15,000 grant has been appropriated. A public forum is planned for October 21 at the senior center to offer the public an opportunity to give input to the group. The committee has until September 2010 to put together a plan.

Liaison to the United Way

Paul Turner attended a United Way meeting. It was suggested the members of the United Way be invited to the COA open house on December 3 to increase their awareness of the programs offered and supported by the Friends of the COA.

Liaison to Minuteman Senior Services

Charlie Aaronson has volunteered to be the liaison and has continued to attend meetings of Minuteman Senior Services in Burlington. The mission of the organization includes

supporting seniors in staying in their homes as long as possible and supporting family caregivers. Charlie Aaronson was appointed by the COA board to be the liaison and Barbara Tallone composed a letter to Joan Butler to confirm Charlie's appointment.

Old Business:

Staggered terms for board members is deferred to the November meeting.

Adjournment

The meeting was adjourned at 5:10 p.m.

Next Meeting

The next regularly scheduled meeting of the COA Board is November 9, 2009.

Respectfully Submitted,

Sally Thompson, Secretary