

**Harvard Council on Aging
Board of Directors Meeting
April 14, 2014
Hildreth House**

Present: Pam Frederick, Sue Guswa, Bruce Dolimount, Connie Larrabee, Hank Fitek, Katie Petrossi, Suzanne Roberts, Carlene Phillips, Deb Thompson

Absent: Fran Nickerson

Guests: Claudia Jarratt (FCOA)

Call to Order: 4:07

The minutes of the March 17, 2014 board meeting were approved as submitted. The treasurer's report was approved,

Bruce and Debbie explained that the Formula Grant has been rewritten and approved, allowing funding for our three solar lights (and one additional light), a new laptop for Debbie, and printing a revised brochure.

Board members had a number of questions about the report, particularly about the large revolving fund balance and how it can be used.

Debbie has questions about the cherry sheet listing of state assessments and reimbursements; she and Bruce will consult Lorraine Leonard for clarification about that, and about the revolving fund.

Program Committee Report

Katie reported that the turnout for the April 10th Sex, Drugs, and Rock 'n Roll program was by far the lowest we've had. Board members noted that there were numerous competing events that night, but also agreed the program wasn't as good as it could have been. Katie said attendance has been dropping steadily since the first program with Roger Landry and it appears we are not attracting many younger seniors, although we get a few who don't tend to participate in other COA programs.

The board agreed that we should plan another program about senior drug use more in line with what the committee had intended this time. Members also agreed that handouts from the various programs should be available in an accessible display area downstairs, possibly in the fireplace nook.

After the Dance Party in May, the program committee will take the summer off and start up again in the fall.

Talking Points Committee

The talking points committee is focusing on two goals: updating the "old" brochure about COA programs and creating a new document highlighting our needs and plans for the future and enlisting support for the COA. Sue said the new brochure would be used to help build a broad coalition of COA supporters and ambassadors who would spread the word about what we do and what we hope to accomplish.

Claudia said she is interested in networking with other town groups and promoting intergenerational activities, which could help build the coalition.

Katie, Suzanne, and Sue will work on developing the new brochure.

Hildreth House Improvement Committee Update

The HHIC is looking into the feasibility of a three-phase building plan. Phase 1 would include rebuilding the existing parking lot, installing adequate lighting, constructing a small addition in back to accommodate an enclosed lift, and renovating the upstairs bathroom to be handicapped-accessible.

Phase 2 would expand the parking area and wrap the porch around to a new main entrance in back. Kitchen renovations might also be included.

Phase 3 would be construction of the new dining room with multipurpose room upstairs. That would trigger the requirement for a new stairway and another bathroom on the first floor.

The architects are preparing plans and cost estimates, which are expected soon.

New Business

Parking Improvements:

Hank reported that DPW Director Rich Nota is characterizing the project as “stabilization” of the parking area, with maybe one or two new spaces. Debbie asked if Hank could work with Nota to ensure that she has time to plan for any disruption of COA services. Katie advised putting a notice in the newsletter alerting people that work will be occurring at some point.

Chef Paul lunches:

Pam and Sue will work with Debbie to see if they can develop a program of regular Chef Paul lunches for seniors. One possibility might be to have seniors buying lunch at Bromfield one day a week; another might be to buy a pot of Paul’s soup and serve it at Hildreth House. Committee members were enthusiastic about the possibility of expanding our lunch program to a third day, but if it happens at the school we have to advertise the fact that it’s a COA program.

FY16 Budget planning:

Katie will work with Debbie to improve the collection of data on the My Senior Center software program in preparation for the fiscal '16 budget process. Claudia said her husband Bob would be willing to help as well.

Director’s Report

The Formula Grant has been revised to allow spending for things other than payroll. In addition to our new solar lights, a new laptop, and printing costs for the revised brochure, there is \$500 for nutrition - food and supplies for another special meal, like the summer barbeque. The money must be used by June 30.

The Lions Club has come through with another generous donation: \$1,000 for food and \$500 to buy a new laptop for our computer lab. The COA is very fortunate to have the support of this wonderful organization.

Intergenerational programs:

On Wednesday, March 26, a large turnout enjoyed a delicious fish luncheon at Bromfield, prepared by Chef Paul and served by members of the Student Council.

A group of National Honor Society members came to Hildreth House on Tuesday, April 8, and served a tasty lunch as part of their community service requirement. There was also entertainment from talented student musicians. And another pair of National Honor Society members prepared and delivered meals to eight homebound seniors one day as part of their service requirement.

Tax work-off program:

Sixteen people have signed up for the program but two are still without jobs. It's been hard finding enough tax work-off jobs this year, but if at least ten people do the allotted 125 hours, we'll use the \$10,000 earmarked for the program.

Outreach:

Another senior was reported to protective services this month and a couple we've been working with is now getting homecare. A number of new clients are getting meals on wheels, bringing the total to eight. Hot meals are delivered on both Tuesdays and Thursdays.

Thank-you notes:

Pam offered to help write thank-you notes when needed, and Claudia said she and Pat Jennings are doing thank-you notes for the FCOA.

Upcoming events:

Wednesday, April 16 – Dave Downs clutter control (Cultural Council grant)
Tuesday, April 22 – Wellness music therapy by Indian Hill 10 am (8 Tuesdays)
Monday, April 28 – Patriots Place trip
Friday, May 9 – Whaling museum trip
Saturday, May 17 – Life Transitions: Rock & Roll dance party

In closing, Sue announced that Parks and Rec is looking for a senior willing to build a picnic table for the town beach.

The next COA board meeting is scheduled for Monday, May 19, 2014 at 4 pm.

The COA meeting was adjourned at 6:20 p.m.

Respectfully submitted, Connie Larrabee