

Meeting was called to order on Thursday, September 4, 2008 at 7 PM.

Members present:

Barbara Foster, Secretary/Treasurer
Anita Benware
Sharon Bloom
Irene Camerano
Debra MacLennan
Ellen Sesia
Peter Watson
Kenneth Day, Associate

Karen Phillips was also in attendance.

The length of time for each person covering the Sterling Fair was discussed and it was decided to change the time from 2 hours per shift to 1 ½ hours per shift. Peter volunteered to set up and break down the table, etc.

Karen made a report on the account balances as follows:

Grants: \$5188.63

Gifts: \$6636.07

Revolving: \$16,769.66

The gift account monies may be spent as follows: money donated for a specific expenditure can only be used for the designated item. Other gifts with no specific designation may be spent by the Board as needed for necessary items.

Barbara asked for a volunteer for the nominating committee. Ellen volunteered to be on it. Irene asked Barbara what length of time she needed to complete the task. She replied it depended on how soon the committee would meet. Irene explained she asked because Karen has important papers that have to be in by the end of the month and that need to be signed by the Chair. A special meeting was requested and Barbara said she and her committee would be ready for whatever date is approved. It was decided to have the special meeting on Wednesday, September 17, 2008 at 1:30 PM at the Senior Center.

At this time, Barbara submitted her resignation as Secretary/Treasurer in order to be able to vote in a full board. The members of the board accepted the resignation.

Karen reported that two people have applied to the selectmen to be on the COA Board: Mary Higgins and Connie Cleary. Selectmen requested the opinion of the Board on these applicants. Their qualifications were read, and the Board felt they were both good candidates. Karen will advise the Selectmen or Terri Ackerman of this decision.

New members will be given by-laws and open meeting laws at the next meeting.

Karen reported that she sent in the paperwork to the Criminal History Systems Board stating that she and Deb will be doing the CORI checks for the Board. Karen also followed up with a phone call and everything is set. Karen is checking on having a CORI policy. She is getting policies from other COAs around the state. Karen is also looking for someone who can help with the combination to open the safe.

Sharon, as head of Policies and Procedures Committee, gave a report. She stated that she needs one more person to make the decisions, as the committee is to have 3 members and currently only has 2 members. Deb volunteered to be on the committee and to help review what the group has come up with.

Karen brought up the Christmas Party. It has historically taken place on the first Sunday in December at 1 PM. Karen would like permission to book the entertainment and order the calendars as gifts. Sharon made a motion that we accept December 7th as the Christmas party and give Karen permission to book the entertainment and order the calendars. Deb seconded the motion. All were in favor.

Karen expressed she needs coverage for the office when she is out. Anita volunteered. She stated she is here every day and likes doing it. The dates Karen knows of so far are the morning on September 11th and September 25th.

Programs – John Root will be performing on September 11th, so baked goods are requested from the Board. Irene will also call from the Volunteer list. On September 15th, there will be an ice cream social at 1 PM.

Barbara discussed future yard sales. If we join the “Town Wide Yard Sale” the cost would be \$20.00. Peter suggested that we have definite dates for the beginning of drop offs and a cutoff date for when items will be accepted. It was left that the Board will consider these things at a later meeting.

Barbara asked if the Board would consider changing the day and time for future meetings. After much discussion, it was agreed to take this matter up at the next meeting when all board members are present.

Karen showed the gift she had purchased for Clare and Terry and asked Barbara if she would bring Clare’s to her. Terry is going to be at the Center tomorrow, so Karen will give her the gift.

Karen read a letter from the Selectmen regarding the beautification of the Town Common. They would like a representative from the COA Board. Ellen volunteered to be on the committee.

Karen also had a letter from the Selectmen stating their annual goals. As of now, their #1 goal is a community/senior center. We will wait, as this is a draft letter, but it brought hope to all of us that they will follow through.

The second van is on hold, as MART stated they would have to charge us \$41.00 an hour for its use. Presently, Terri Ackerman is handling this. She will report to Karen.

Barbara reminded the Board members “what is discussed at the meeting is not to be discussed outside of the meeting”.

Town Counsel asked for and is reviewing our Senior Center policies to check if we are discriminating and making sure that nothing illegal is taking place.

Deb gave a report on her inquiries into entertainment. She will keep Karen informed of future progress. Ellen said she contacted a member of the Sweet Adelines and will get back to Karen when she gets more information.

Warrants were signed.

Barbara asked for a motion to adjourn. Ellen made the motion. Irene seconded it. All were in favor. Meeting adjourned at 8:15 PM.

Respectfully submitted,

Irene Camerano
Pro tem secretary

Addendum: special meeting on September 17, 2008

All members were present except Sharon Bloom and Peter Watson. Karen Phillips and Terri Ackerman were also in attendance.

Barbara called the meeting to order at 1:35 PM. Barbara read the slate of nominations. They were as follows:

Sharon Bloom, Chair
Barbara Foster, Vice Chair
Ellen Sesia, Secretary
Irene Camerano, Treasurer

Barbara asked for nominations from the floor. As there were none, she cast one ballot for each position. With no objections, the slate was accepted. Barbara congratulated the new officers.

Terri Ackerman briefly spoke, thanking the board for letting her sit in.

Karen showed everyone the thank you card from Terry Woodman. She also informed the Board that Sharon Bloom broke her hip and is in rehab. A card was signed for her. Karen read a letter from the Selectmen about a user’s manual being created by the town. The board agreed that Karen could get the information together. Karen asked the Board to approve spending \$300 from the revolving account to purchase and have installed a bike rack for the building. Barbara made the motion. Irene seconded it. All were in favor. Karen will inform Melissa in the

Planning Board. Karen also reported that Dick Partridge was booked for the Christmas party and showed the calendar that she will be ordering.

Warrants were signed.

The meeting was adjourned at 1:53 PM.