

**COUNCIL ON AGING  
P.O. BOX 243  
Sterling, MA 01564**

The Council on Aging Board meeting was called to order at the Senior Center on Thursday, April 10, 2014 at 4:30 p.m.

**Roll Call**

**PRESENT**

Anita Benware, Member  
Constance Cleary, Treasurer  
Ken Day, Associate  
Barbara Foster, Chair  
Mary Higgins, Secretary  
Debra MacLennan, Member  
Karen Phillips, Director  
Ellen Sesia, Associate  
Peter Watson, Member

**ABSENT**

Sharon Bloom, Vice Chair  
Irene Camerano, Member  
Sue Doucette, Member

**Approve Minutes** - Connie made a motion to accept the March 6, 2014 minutes; Peter seconded; all in favor.

**Treasurer's Report** - Was read.

**Appoint Nominating Committee** - Irene, Sharon and Sue were appointed.

**Senior Center Building Committee Update** - The SCBC is appealing to Sterling voters to approve \$2.71 million, an increase of \$210,000 over last year's \$2.5 million request, at the May 3<sup>rd</sup> Annual Town Meeting. The article will require a 2/3 majority vote. It will also appear on the town election ballot on May 12th, where it will require a simple majority of 50 percent plus one vote to pass. On April 17<sup>th</sup>, the Friends of the Seniors will hold meetings at 2:00 p.m. and 7:00 p.m. to share any and all information pertaining to the article and the proposed new Senior Center.

**Discussion and Vote on Senior Center Article for Annual Town Meeting** - A copy of the Article for the Annual Town Meeting was received and reviewed. Mary made a motion to accept; Debbie seconded; all in favor.

**MySeniorCenter Update** - So far this year, 193 different seniors participated in 2,250 events. If you count those over 40, the numbers increase to 206 different people and 2,405 activities.

**Discussion and Possible Vote on Job Descriptions** -

**Director** - Changes were discussed; for example, no full-time employee, and she supervises five (5) employees. Mary made a motion to accept; Peter seconded; all in favor.

**Outreach Aide** - Changes were discussed; for example, statement of duties, working conditions and occupational risk. Peter made a motion to accept; Debbie seconded; all in favor.

**Meal Site Coordinator** - Changes were discussed; for example sanitation should be added. Connie made a motion to accept; Peter seconded; all in favor.

**Van Driver** - Only a few changes were discussed. Peter made a motion to accept; Mary seconded; all in favor.

**Discussion on Chinese Lunch on April 12<sup>th</sup>** - We are all set. Barbara will order the food. Mike, Donna Higgins and Tommy, Donna's son, will pick up the food, and set up the room. We will add desserts. We need help serving and cleaning up. Elaine Tetreault and her daughter, Janey, offered to help.

**Discussion and Vote on Computer for Outreach** - We need a better one. Peter made a motion to accept; Mary seconded; all in favor.

**Discussion and Vote on Letter to the Editor** - Cannot write a letter as a Board Member. Only Friends of Senior Center can write a Letter to the Editor on our behalf.

### **Topics for Future Meetings -**

- Nominating Committee
- Annual Town Meeting

### **Director's Report -**

**Van Report #1** - 1,007 total miles, 412 trips

**Van Report #2** - 505 total miles, 168 trips

### **Upcoming Events -**

- April 12 - Chinese Luncheon at 11:30 a.m. Cost is \$2.00 per person. Call Senior Center at 978-422-3032 to sign up.
- April 17 - SHINE counselor will be available to answer health insurance questions. Appointments are required. Call Senior Center at 978-422-3032 to sign up.
- April 17 - Elder Keep Well Clinic from 12 - 2 p.m.
- April 21 - Senior Center closed for Patriot's Day
- April 24 - Book Club at 12:30 p.m. This month's selection is "The Time Keeper" by Mitch Albom. All are invited. Books are available at the Senior Center.
- April 25 - Pancake Breakfast from 8 - 10:00 a.m. Fee is \$2.00 per person.
- April 28 - Chronic Medical Issues - diabetes, osteoarthritis, and cholesterol by Dr. Corpuz at 12:15 p.m. Come and talk to the doctor about your medical issues. All are welcome.

**Feedback from Training/Conference** - Barbara and Karen attended a breakfast meeting. Montachusett Home Care will let us know what they do.

### **Senior Center Issues -**

**Volunteer Appreciation Day** - Moved to May 9<sup>th</sup>. It will be a pizza party.

**Vote on Money for Grant** - It was discussed and voted on that the money for the Senior Center defibrillator would be taken out of the gift account. Connie made a motion to accept; Mary seconded; all in favor.

**Friday Van Driver** - Is held up because of failed physical. We have not heard from him. He will be sent a Certified Letter (designating him to respond within 10 days) to respond in person by 10:00 a.m. Friday, April 25, 2014.

**Signing of the Warrant** - The Warrant was passed around for everyone to sign.

**Next Meeting** - The next Board Meeting will be held on Thursday, May 1, 2014 at 4:30 p.m.

**Adjournment** - The meeting was adjourned at 5:30 p.m. Connie made a motion to adjourn; Peter seconded; all in favor.

Respectfully submitted,

Mary Higgins  
Secretary