

**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, September 4, 2014 at 4:30 p.m.

1. Roll Call

PRESENT

Anita Benware, Member
Sharon Bloom, Vice Chair
Irene Camerano, Member
Constance Cleary, Treasurer
Ken Day, Associate
Sue Doucette, Secretary
Barbara Foster, Chair
Mary Higgins, Member
Debra MacLennan, Member
Karen Phillips, Director
Peter Watson, Member

ABSENT

Bob Bloom, Associate
Ellen Sesia, Associate

2. Approve Minutes - Mary made a motion to accept the August 7, 2014 minutes; Sue seconded; all in favor.

3. Senior Center Building Committee Update - As stated in last month's meeting, the Project Manager (PM)'s contract was signed with ACG. The SCBC will put an ad in the *Telegram and Gazette* searching for an architect for the new senior center. They hope to have this accomplished by October 15, 2014; and break ground by Spring 2015.

4. Discussion on Goal Setting - It was discussed and Karen will fill out and submit the application for the Massachusetts Association of Councils on Aging (MCOA) staff certification.

5. Volunteer Coordination and Handbook - We would like to have this volunteer position in place before the new senior center opens to coordinate and train the volunteers. Duties may include updating manuals, the library, and organizing volunteers, etc.

6. Discussion and Office Coverage - Tabled until the October meeting.

7. Yard Sale on Saturday, September 20th -

a) Coverage - All board members must help with the yard sale. It is much appreciated for those who have already signed up. Barbara stated that Sharon and Anita should sit at the table. Mary will call volunteers to bake. Karen, Sharon, Barbara, Irene & Sue volunteered to bake. Baked goods should be put into baggies. The contents should be written on the baggie. Sharon will sell coffee again this year at a price of \$1 per cup.

8. MCOA Fall Conference at Cape Cod - The conference is approaching and will be held at the Sea Crest Beach Hotel in North Falmouth, MA on October 8, 9, & 10. Karen, Mary, Nickole, Sharon, Barbara and Sue are registered for specific dates. Not everyone will attend the 3-day conference.

9. Evening Game Night - We will hold one more game night for now. If attendees are not increased, game night may be tabled until we open the new senior center. A date has been set for October 22, 2014 from 6:00 to 8:00 p.m.

10. Discussion on Pizza and/or Chinese Lunch - There will be a Pizza luncheon on October 30th at 11:30 a.m. which will be obtained from Village Pizza. The Chinese luncheon will be held on Saturday, November 15th at 12:00 Noon. There will be a charge of \$2 per person and sign-ups are required by calling the Senior Center at 978-422-3032.

11. Fall Trips -

a) Apples - Barbara will call Clearview Farm regarding possible Friday dates in October (so we can

ensure the availability of the van), and check for prices for hayrides only and/or hayrides, cider and donuts.

b) School Lunches - Sharon will check with folks at the Leominster High School cafeteria for a possible lunch date and more information. Possible dates are November 5th and November 12th. Sign-ups will be required by calling the Senior Center at 978-422-3032. Anyone attending is on their own for payment.

12. MySeniorCenter Update - Numbers are good. Attendees still need to remember to sign in. Through the end of August, 279 different seniors participated in 6,789 events. If you count those over 40, the numbers increase to 293 different people and 7,185 events.

13. Topics for Future Meetings - volunteers; office coverage; yard sale; fall conference; plans for pizza and Chinese luncheons; apples and school lunch; and Friday van driver.

14. Director's Report -

a) Van Report #1 - 1,117 total miles, 508 trips, transported 28 people. **Van Report #2** - 427 total miles, 80 trips, transported 16 people. Joan is still experiencing issues. Karen drafted a checklist of what should be done on a daily basis before leaving the senior center, and what to do if "what ifs" should arise on the road. Karen will also ask Joan if we can help her out in any other way. Pam mentioned she might want to decrease her hours from 24 to 16 hours per week. Karen will look into this.

b) Upcoming Events -

September 1st - Closed for Labor Day

September 9th - State Primary Elections. The van will be available to drive people to the polls.
Call the Senior Center at 978-422-3032 to book a ride.

September 11th - "This Land is Your Land" by musical concert by Roger Tincknell at 12:30 p.m.

September 15th - The American Red Cross will hold a blood drive at the Senior Center from 2:00 - 7:00 p.m.

September 18th - Elder Keep Well Clinic from 12:00 Noon - 2:00 p.m.

September 18th - SHINE counselor will be available to answer your health insurance questions.

Appointments are required by calling the Senior Center at 978-422-3032.

September 20th - Volunteer's Annual Yard Sale from 8:00 a.m. - 2:00 p.m., rain or shine.

September 22nd - CO Detector Talk by the Sterling Fire Department at 12:30 p.m.

September 25th - Book Club at 12:30 p.m. This month's selection is "Riding Lessons" by Sara Gruen.

September 26th - Pancake Breakfast from 8 - 10:00 a.m. Fee is \$2.00 per person.

September 29th - Tax Changes for Seniors talk by Heather at 12:30 p.m.

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

16. Next Meeting - The next Board Meeting will be held on Thursday, October 2, 2014 at 4:30 p.m.

17. Adjournment - The meeting was adjourned at 5:43 p.m. Mary made a motion to adjourn; Peter seconded; all in favor.

Respectfully submitted,

Sue Doucette
Secretary