

**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, January 8, 2015 at 4:30 p.m.

**1. Open Meeting**

**2. Roll Call**

**PRESENT**

Anita Benware, Member  
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  
Sharon Bloom, Vice Chair  
Ellen Sesia, Associate

**3. Approve Minutes** - Irene made a motion to accept the December 4, 2014 minutes; Connie seconded; all in favor.

**4. Discussion with Don Jacobs, HR Director** - Was unable to make the meeting.

**5. Meeting with Volunteer Coordinator** - Barbara introduced "Lynne Garafalo". Lynne passed the CORY and is now the CoA's new Volunteer Coordinator. Lynne shared different ideas, one of which is how we could get the school children involved in activities at the Center. The FOSS raises money for the Center, and if she has any "money making" ideas she should work with them.

**6. Report on Christmas Party** - Roger Tincknell entertained us again this year. He provided an interactive Christmas program and got everyone involved. Peter suggested that maybe there needs to be a slight change in the menu because of the abundance of desserts. It was suggested that some table food, finger sandwiches or pizza should be available for a more balanced snack. There was a discussion of changing the date from the first Sunday in December to the 2<sup>nd</sup> Sunday in December. Mary made a motion to change the Christmas Party from the first Sunday in December to the 2<sup>nd</sup> Sunday in December; Peter seconded; all in favor.

**7. Discussion and Vote on Budget** - This issue was discussed and the CoA Board supports the budget increase. Mary made a motion to accept the proposed 2015 budget; Peter seconded; all in favor.

**8. Senior Center Building Committee Update** - The architects reviewed new plans with the committee. Maureen Cranson will be meeting with the kitchen designers in Worcester which will include our wants and needs. The new center design is going to the "Estimators" next week, and will be back for the January 29<sup>th</sup> Building Committee meeting. Barbara would like to request that as many as possible board members attend this meeting. At this meeting, we will learn if the present design is doable or cuts will have to be made. If you haven't already seen the design, please stop in Karen's office and see them. Thanks.

**a. Discussion and possible vote on Senior Center Money** - Karen was asked to once again ask the CoA to rethink their opposition about making the ~\$10,000 remaining in the Senior Center fund available to the Building Committee. We discussed this issue at length. Peter made a motion to keep the ~\$10,000 in the Senior Center fund; Sue seconded; all in favor.

**9. MySeniorCenter Update** - Attendees still need to remember to sign in. Through the end of December 2014, 333 different seniors participated in 10,082 events. If you count those over 40, the numbers increase to 352 different people and 10,659 events.

**10. Topics for Future Meetings** - Building Committee; Valentine Day program; dining out for spring; written report from Sandra Jacala on the kitchen; and personnel board meeting update.

**11. Director's Report** -

**a) Van Report #1** - 1,148 total miles, transported 25 different people, for a total of 450 trips. **Van Report #2** - 559 total miles, transported 17 different people, for a total of 99 trips.

**b) Upcoming Events** -

- January 1<sup>st</sup> and 2nd - Senior Center CLOSED.
- January 8<sup>th</sup> - Movie at 1:00 p.m.
- January 15<sup>th</sup> - SHINE counselor will be available to answer your health insurance. Sign ups are required by calling the Senior Center at 978-422-3032.
- January 15<sup>th</sup> - Elder Keep Well Clinic from 12:00 Noon - 2:00 p.m.
- January 15th - Nursing students from MCPHS will be coming to learn how to take medical histories at 1:00 p.m. Call the Senior Center at 978-422-3032 if you are available to help train these students.
- January 19<sup>th</sup> - Senior Center CLOSED for Martin Luther King Day.
- January 22<sup>nd</sup> - Book Club at 12:30 p.m. This month's selection is "The Promise of A Pencil" by Adam Baum.
- January 30th - FOSS Pancake Breakfast from 7:30 - 9:30 a.m. Fee is \$2.00 per person.

**c) Friday driver** - It appears that our Friday driver may need additional help. Karen and Barbara will get together and devise a plan of action. Joan will be asked to attend the February CoA Board meeting to discuss issues.

**12. Chair's Update** - It is time to complete the "Conflict of Interest Law" online training program. As of this writing, Karen, Sharon, Irene, Ken, Barbara, Mary, Debra and Ellen should complete this test as soon as they are able.

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

**14. Next Meeting** - The next Board Meeting will be held on Thursday, February 8, 2015 at 4:30 p.m.

**15. Adjournment** - The meeting was adjourned at 5:35 p.m. Connie made a motion to adjourn; Peter seconded; all in favor.

Respectfully submitted,

Sue Doucette  
Secretary