

COA ADVISORY BOARD MINUTES

May 16, 2012 WILLIAMSBURG, MA

Council Members Present: Gerry Mann (Chair), Carl Beach (Vice Chair), Jim Cahillane (Secretary), Kate Davidheiser (Treasurer), Larry West (T.R.I.A.D Chair), Associate Council Members: Rose Simmons, Lorraine Barrack, Paula Wentworth.
Staff: Marie Westburg, (Director). (Fran Goebel, Program Dir. is on vacation).
Chairman, Gerald Mann opened the meeting at 10:00 A.M.

COA Business/Discussion:

The By-Laws committee will have a draft of Williamsburg COA Rules and Procedures this month. It was suggested that they be read, discussed and moved for approval at our June meeting. Chairman Mann suggested that elections be delayed and that Board recruitment be a priority for elections in the Fall. He suggested prospects be sought among younger retirees. It was discussed that new members should reflect community diversity and include caretakers, vulnerable elders, different socio- economic groups etc. Paul Dunphy is to be the new member of the Select Board in July and it was discussed that he should be invited to our next meeting to discuss better communication between the Select Board and the COA Board. Chairman Mann requested that a financial report be prepared for our next meeting. Questions were raised about what the Boards role is and what the senior center is responsible for providing to clients.

Director's Report:

COA board members were handed CORI applications to be filled out at today's meeting. The Director shared the budget she submitted to the Select Board, which reflects the need for more funding for staffing needs, and reported that the request for more funding was denied for this year. She expressed the need for more support and representation from the board with the Select Board as she is currently acting as the COA Board's liaison with the Select Board without the voice of the Board. The Director also requested that the Board provide input about elders needs so she can focus on any of these needs in her grant proposals this summer. She expects to be focusing on food, companionship, outreach and transportation again. A board member stated that we all must be on the lookout for senior needs and convey problems to the Board and to the Director so that we can effectively serve the community. Van: Mrs. Westburg reported that she is awaiting a new replacement van to start transportation services as the current one is in poor shape and unreliable. Currently a van driver is in training so we will be ready when the new van comes. She is awaiting confirmation from PVRTA about its arrival time.

Feedback from clients at *The Community Meeting* is that some of the meals from HVES have a sodium level which is much too high. The Director expressed that this could be a great project for a sub-committee to work on communicating this to HVES.

A copy of the EOEA guide for Board members was handed out for folks to review in thinking about revising the way our COA Board functions etc. Our UMass intern, Vanessa, has been working very hard to fix the statistic tracking program and enter the entire years statistics so they will be ready for reports this summer. June 6, 2012 Visioning Session III meeting set for 11 a.m., a luncheon will be provided.

Submitted 5.31. 2012 by J. F. Cahillane, Secretary: Williamsburg COA.