

007 - 5 2018

## **COUNCIL ON AGING BOARD MEETING**

### **Minutes of the Council on Aging Board Meeting held on September 20, 2018**

**Members Present:** William Byron, Ruth Banfield, Peter Cirioni, Ruth Delmonico, Steve Dungan, left at 10:20, Susan Pauley

**Associate member present:** Brian Burke

**Absent:** Members, Susan Matatia and Associate members, Kate Hogan and Kathy O'Brien

**The Director of the COA,** Alyson Toole, was present.

**Outreach Worker,** Sharon Funkhouser was in attendance.

A quorum being present, the meeting began 10:05 A.M.

#### **Liaison Reports**

**The Community Services Coordinator** sent reports for July and August, and noted that this summer was slower than last. During the month of July, a total of 23 contacts were made. For August, there were a total of 30 contacts. These were made in a variety of categories.

Brian who attended the Senior Picnic praised the work of our COA and the Stow Friends of the COA. The Friends, as a fundraising body, are imperative to support the Council.

**No Chair's Report,** but Bill Byron checked to see if anyone was interested in becoming the representative to the Community Preservation Committee. Peter was hesitant to commit, but will attend meetings for three months to determine whether this is a good fit. In December, we'll check to see if Peter wants to become the representative. Bill Byron was reappointed as the representative with a unanimous vote. A letter will be sent to the Town Clerk informing her of this action.

#### **Suzanne Howley's Report:**

##### **Trips & Events:**

- There were two talks in June; one on home care and the other on property trusts.
- In July, there was a bingo and sundaes event and an Annisquam River cruise.
- The Indian Princess cruise took place on August 28 having been rescheduled due to inclement weather.
- For October:
  1. A Honky-Tonk piano show is scheduled for Oct. 18.
  2. A dental talk on Oct. 10
  3. On Oct. 11, Collette Vacations will present information on Tuscany and Alaska.
  4. A foliage trip to Mt. Wachusett and lunch at the Old Mill will be on Oct. 17.
- Two quilters will be starting a class to make baby quilts for the neonatal unit at Emerson Hospital. The class is on Wednesday mornings from 9 to 11 a.m.
- A genealogy club is being formed hosted jointly by the COA and the Randall Library. The first meeting will be on September 25.

##### **Client Work:**

- Birthday cakes were delivered in July and September.
- We continue to work with Protective Services. A person recently had a temporary conservator appointed by the court. A neurology appointment was made for a follow-up certification.

- One client let her license expire. The person is 78 and online renewals end at age 75. She was able to get to AAA in Acton.
- One of our regular clients with dementia is having personal care issues and is beginning to wander. A nurse consultation was scheduled after speaking with the spouse. The client was referred to Minuteman Senior Services, and homemaking services have begun. Spoke to the Veterans' Agent to see if the person qualifies for benefits.

#### **Fuel Assistance:**

- Have received a number of requests in the off-season.
- The recertifications have started to go out in August; two have already been delivered to SMOC.
- New applications can be made after training on October 5.

#### **Training:**

- On June 27, we trained and took the exam to be Serve Safe recertified.
- Trained on the large quilting sewing machine. Without proper training, the machine can be dangerous. Two people must be in the room when using it.

#### **Sharon Funkhouser's Report**

- Since our last meeting we've had a full schedule of activities. At our volunteer appreciation lunch, we celebrated our volunteers. We have 92 volunteers that put in 7400 hours! Ten volunteers worked over 200 hours each. Five people in the food program had 250 to 400 hours each. This year's Unsung Hero is Mercedes Mora, affectionately known as the "Machine" worked nearly 500 hours. She's made at least half of what we sell in the gift shop.
- The Senior Picnic had 64 in attendance. Since the weather was not cooperating, the decision was made to move the picnic from Lake Boon to the Community Center. Music was by our own Dave Ashman, and food was catered by Buffet Way in Marlboro.
- Our attendance during the summer averaged 89 a day. With the addition of the "Stretch & Flex" class the numbers have soared. Outreach services totaled 368.
- A letter of resignation was included effective on October 31, 2018. It was accepted with regret.
- In the remaining time, a guide will be developed that includes the different aspects of my job description which includes Bridges Together, COA Food Program, Birthday Cake Program, Lunch & Movie, Lunch Bunch, Red Sox games, walks, Repair Cafe, durable medical equipment, newsletter, and Outreach & Interdisciplinary Meetings.

#### **Director's Report:**

- **Transportation:**
  1. The new 14 passenger van is being used all the time. Everyone loves it.
  2. Chet Jacobs, fill-in driver, was willing to get his commercial driver's license. He passed the exam and has his learner's permit. He's very flexible, even will work for an hour.
  3. Gigi has begun changing and tightening up the transportation schedule. The Monday shopping has been eliminated. She looks at the schedule and tries to fit people in when the van is going in a particular direction.
- Robo calls from the COA now identify the COA and its phone number.

- Volunteers fill in for Gigi when she's not in the office during vacations and days off.
- We're getting ready to sell the old van which still runs. It will be posted on a municipal website.
- Buried in Treasures is a 15 week course to help participants to let go of superfluous stuff in their homes. Initially we received a grant from Clear Path. Each person commits to the entire course which is 2 hours every week for 15 weeks. The first class was on Sept. 12, and the topic was Downsizing. There's homework every week and before and after photos. Twenty-five people came to the introductory meeting, fifteen signed and eight were former participants.
- We're going to pick a date in October for Savers. We continue to collect holiday decorations.
- We're very sad that Sharon is leaving. It gives us an opportunity to see how to streamline the job. There are some people who have expressed interest.

No other Business. The meeting adjourned at 11:15 A. M.

Respectfully submitted, Ruth A. Delmonico, Secretary

*Ruth A. Delmonico*  
*October 11, 2018*