

## **COUNCIL ON AGING BOARD MEETING**

**Minutes of the Council on Aging Board Meeting held on November 8, 2018**

**Members Present:** William Byron, Peter Cirioni, Ruth Delmonico, Susan Matatia, Susan Pauley

**Associate member present:** Kathy O'Brien

**Absent:** Members: Ruth Banfield, Steve Dungan and Associate members, Kate Hogan and Brian Burke

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

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

**Outreach Worker,** Martha Shea was introduced to the Board.

She discussed her background. She was a police officer for the city of Marlboro for over twenty years. Martha has worked with Veterans and has facilitated meetings with hoarders. She is a certified Peer Specialist, has conducted a program called "Art for Healing" and has engaged in many other outreach programs. After discussing her experiences, Board Members introduced themselves and summarized their backgrounds. Alyson brought Martha to meet department heads; she will prepare a news release for the Independent and a "Meet and Greet" at the Community Center in December. Martha was hired to work 17.5 hours. The Friends with pay for one and a half additional hours; but in the beginning, she will work extended hours.

### **Liaison Reports**

**The Community Services Coordinator** sent her report for October. She served nineteen households and made thirty-one contacts in a number of categories.

### **Outreach**

- 103 contacts were made in a number of categories: care coordination, emotional support, transportation, durable medical equipment, general information.
- Food Program-153 individuals took part. During the month, there were 572 visits.
- Exercise-127 people participated, 706 times in the month.
- 113 came in during one day.
- Suzanne planned a Fall Foliage Trip, Honky Tonk Piano, and continues to work on fuel assistance. Those who do not qualify for SMOC may apply to the Friends Fuel Program.
- The Halloween Party was a free event brought to Stow by the Life Care Center of Acton which included lunch and prizes. They said they could offer four events a year free of charge.
- Outreach continues to works with ongoing cases.
- There are two quilting groups; one is making quilts for the neonatal unit at Emerson Hospital.
- In January, there are plans to attend the Concord Players.

### **Director's Report**

- Scheduling Issues-A neutral person should be in charge of scheduling events at the Community Center. The Rec department agreed to do the scheduling giving the COA priority from 8 A. M. to 4 P. M. The concern regarding scheduling will be discussed with the Building Dept.

- Time was spent meeting with Sharon to prepare a list of tasks that reflect her job description.
- The interviewing process was time consuming, but yielded an excellent result.
- Sharon's party was an opportunity for friends and colleagues to wish her well.
- Next month, we'll review the COA Budget.

**No other Business. The meeting adjourned at 11:25.**

Respectfully submitted,  
Ruth Delmonico, Secretary

*Ruth A. Delmonico*  
*January 7, 2018*