

Carver Council on Aging  
Secretary's Report

Meeting Date: Wednesday, August 14, 2019  
Meeting Location: Carver Public Library Small Meeting Room  
In Attendance: Colleen Preston, Donna-Marie Forand, Alan Germain, Betty Sullivan and Carole Julius, Stephen Cole and Joanne Nelson from the COA Needs Study Committee  
Absent: Helen Marrone  
Meeting Start Time: 4:35 P.M.  
Adjourned: 5:50 P.M.  
Next Meeting: Wednesday, September 11, 2019 at 4:30 P.M.

The Secretary's Report was distributed and approved.

Stephen Cole gave an update on the COA Needs Study Committee work and the survey results. He stated that the study was sent to Carver residents aged 55 and over and was conducted to determine what the COA is and what the people who use it and don't use it want. The response rate was 30%, a higher number of the population who voted in the previous local election, according to Stephen Cole. Stephen commended COA Director Carole Julius for her work on the committee and also thanked Savery Moore, Chairman, and members Pat Henderson, Joanne Nelson, Ken Morrison and George Callahan. The committee met monthly from June 2018 until the present with the exception of May and June of 2019 while the survey was being conducted. Stephen presented a summary of the results and stated that a presentation will be given to the Carver Select Board in September at a joint meeting of the Select Board and the COA Board of Directors. After that, presentations will be held in the villages and then finally at the library. The presentation at the library will be recorded by Area 58 and all survey materials and documents will then be stored at the library for public access. Stephen pointed out some specific take aways from the survey including an opportunity to use volunteers, a potential increase in Meals on Wheels needs and GATRA transportation needs, the desire to see fitness classes (#1 across all ages responding) and group trips. The COA Board of Directors thanked Stephen and Joanne for attending the meeting and for the time and effort put into the project by all members of the committee.

The Director's Report was given and accepted. Carole informed the Board that the electrical work has been started for the new steam table, a plan for transitioning the Meals on Wheels volunteers to Mayflower RSVP has been approved with OCES, the COA Building has passed inspection and a certificate has been issued, she has contacted Dave Siedentopf with regards to installing divider doors and new windows in the Nutrition Center, summer help has been working at the COA building doing organization projects, painting, and helping with COA programs, and the Carver Lions and Friends of COA Golf Tournament was cancelled due to lack of participants. Carole distributed a revised Code of Conduct for board members to review

before the next meeting. Board members were reminded by Chair Colleen Preston that draft policies are not to be shared and discussed publicly.

Donna Forand was concerned that the Dementia Awareness Night had not been placed on the agenda. Chair Colleen Preston said that all items had been removed in order to allow for time for the COA Needs Study presentation and that this would be on the agenda for the next meeting. It was noted that this delay in the board discussion would result in a delay in the program going forward.

Betty Sullivan expressed concern about the Code of Conduct and said that she was not in favor of adopting the policy.

Meeting adjourned at 5:50 P.M.