Carver Council on Aging

Secretary’s Report

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| Meeting Date: | Wednesday, May 22, 2019 |
| Meeting Location: | Carver Public Library Small Meeting Room |
| In Attendance: | Colleen Preston, Donna-Marie Forand, Alan Germain, Betty Sullivan and Carole Julius |
| Absent: | Helen Marrone and Mary Callahan |
| Meeting Start Time: | 4:03 P.M. |
| Adjourned: | 5:31 P.M. |
| Next Meeting: | Tuesday, June 18, 2019 at 4:30 P.M. |

The reorganization of the board was tabled until the June meeting so that all members can attend.

The Secretary’s Report was tabled in the absence of Secretary Helen Marrone.

The Director’s Report was given and approved. Items worked on since the last meeting include: researching the possibility of adding a partition between the large section of the dining room and the small back room, obtaining pricing for a new steam table, coordinating GATRA driver training, receiving AED training, coordinating delivery of DTA iPad Kiosk, planning 100th Birthday Party for Gladys Beals, discussing behavior policy and implementation with Police Chief Duphily, exploring options for emailing newsletter to interested parties, discussing building cleanliness and maintenance with Dave Siedentopf. Meetings attended: South Meadow Village, GATRA Advisory Board, OCES Board, department heads.

Chairman Colleen Preston informed the board that the changes to the COA Bylaws were approved at Town Meeting. The Board will now be comprised of 5 members and 2 alternates. Motion Germain, 2nd Sullivan to remove Mary Callahan from board. Unanimous.

The alternate positions need to be filled. Carole will have Connie put something in the July newsletter explaining the alternate role and asking interested individuals to fill out an application. Applications may be returned to Town Hall, Library, by email to the Chair, Board of Selectmen or Town Clerk.

The COA Survey has been distributed and data is being entered by town employees.

The Bylaws of the Board were discussed, these are different than the Town Bylaws. Colleen Preston presented proposed updates and suggested changes. She will finish and bring to the June meeting.

Senator Pacheco has asked that his office hours be included in the monthly newsletter. Carole suggested that we also include information on Representative Giffords office hours.

Betty Sullivan asked about having the COA cleaned better. Carole will be meeting with Dave Siedentopf to discuss this.

Alan Germain asked about the air conditioners. Carole will remind Buildings & Grounds to have these installed before the weather gets hot.

Meeting adjourned at 5:31pm.