

**Town of Norfolk Council on Aging
Minutes of Board Meeting**

January 23, 2017

Mr. Jay Talerma, Chairman called the meeting to order at 9:33 a.m.

Board Members in Attendance: Mr. Jay Talerma, Chairman; Ms. Beth Vallee, Vice Chairman; Ms. Charlotte Pfischner, Secretary; Ms. Janice Axberg; Ms. Kathy Burkle; Mr. Richard Connors; Mr. Thomas Mirabile.

Associate Members in Attendance: None

HESSCO Representative: Mr. Gerry Calhoun

Friends and Guests: None

Staff in Attendance: Ms. Christine Quinn, Norfolk COA Executive Director.

Minutes: Minutes for the meeting of December 19, 2016 were read and approved unanimously by voice vote after a motion for approval was made by Ms. Vallee, seconded by Ms. Kathy Burkle.

Financial Report:

Ms. Quinn

- Remaining FY'17 budget - \$89919 salary, \$5697 expenses.
- Remaining FY'17 grant funds - \$3136 salary, \$6397 expenses.
- FY'18 budget prep beginning. Targets: level services, small increase, small decrease.
- Additional 15 staff hours will be requested. Categories to be determined.
- Mr. Talerma stressed the importance of Outreach Services.

Senior Report:

Ms. Quinn

- Whole Foods Cooking Demonstration Dec. 19 was cancelled due to presenter's illness.
- March 9 – Minds in Motion will be offered for 8 weekly one-hour sessions. Needs minimum 12 participants. Unfilled slots will be offered to other senior centers if needed.
- Events calendar update has been sent to the Country Gazette.
- Chair volleyball has evolved into a travelling team coordinated by Maggie Gundersen. Ms. Pfischner suggested submitting photos to news media. Release would be needed.
- The Low Vision Program, coordinated by Maggie Gundersen, featured a seeing eye dog this month. The February 16 program will be held at the grand opening of the Franklin Senior Center's Assistive Technology Center.
- Feb. 15 - Valentine's Day Party with entertainment by Dave Mandell
- Insuring adequate volunteer training is a challenge due to limited staff hours.
- Due to size, AARP tax return assistance will not be offered at the Norfolk Senior Center. Residents can check the AARP website for assistance at other senior centers.
- An informational program regarding the Circuit Breaker will be held in March.

Correspondence: None

Staff Report: None

Areas of Concern:

Various

- o The need to engage boomers was discussed. Strategies offered were a focus group, survey, public meetings. Facebook for the Senior Center is being considered.
- o Ms. Quinn noted that Ms. Gundersen has suggested having Outreach Worker office hours at Hillcrest once a month for two hours.
- o Suggestions for a spring evening event are wine tasting or a program with the Fire Dept. staff regarding AED, home fire extinguishers, etc. Ms. Vallee suggested featuring an opportunity to buy replacements for extinguishers which have reached expiration dates.

HESSCO Representative:

Mr. Calhoun

- o Jan. 11 – Norfolk’s Thurs. trips and Chair Volleyball received positive comments.
- o Attendance by as many non-residents as residents at some centers was discussed and determined to be difficult to track. Concern was the use of local taxes and FCOA funds. Ms. Vallee noted, with capacity constraints, our residents are given priority, e.g. Yoga.
- o The Sharon rep extended an invitation to Ms. Quinn to visit their Senior Center.

Legislative Report: Nothing specific from recent MMA meeting regarding COA’s.

Mr. Talerman

Friends Report: None

Group Activities:

Ms. Quinn

- o Classes presented by Tri-County students are being considered.

Trips:

Ms. Quinn

- o Feb. 22 – Isabella Stewart Gardner Museum - \$12
- o Mar. 17 – Boston Flower Show - \$17

Unfinished Business:

Various

- o Concern over the FCOA treatment of Ms. Quinn was discussed.
- o Mr. Talerman will attend the FCOA meeting tomorrow (Jan. 24) with Ms. Quinn.
- o As COA Chairman and Executive Director of the Norfolk COA each are members of the Board of Directors of the FCOA.

New Business:

Ms. Quinn

- o \$3000 Discretionary fund held by FCOA – unknown source and purpose.

Motion to adjourn at 10:30 a.m. was made by Mr. Talerman, seconded by Ms. Vallee.

Minutes Respectfully Submitted,



Charlotte Pfischner, Secretary

February 20, 2017

Next Meeting February 27, 2017 at 9:30 a.m.