

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

April 19, 2019

Debbie Grover, Chairman, called the meeting to order at 9:00 a.m.

Board Members in Attendance: Debbie Grover, Chairman; Kathy Burkle, Secretary; Jerry Calhoun; Jim Schweitzer; Mary Nuhibian; Karen Edwards; Linda Hennessy, Janice Axberg, Tom Mirabile

Associate Members in Attendance:

HESSCO Representative: Jerry Calhoun

Friends and Guests:

Staff in Attendance:

Previous Minutes:

Minutes for the meeting of February 15, 2019 were read and approved unanimously by voice vote after a motion for approval was made by Jerry Calhoun, seconded by Karen Edwards.

Financial Report:

- FY'19 – Town fund - \$10,000. budget / \$4,662. spend to-date.
- FY'19 – Exec Office of Elder Affairs (Formula Grant) –\$19,548 budget / \$12,043. spend to-date.
- Salaries - \$145,396. budget / \$131,960. spend to-date.

Staff Report:

- Karen, Lisa and Sherry attended the MCOA Membership meeting in Franklin on April 3.
- Karen and Sherry attended the MCOA Volunteer Coordinators meeting in Worcester on April 9. Karen shared how her role works in Natick and has offered to help transfer some of these ideas to Norfolk (eg: drivers, people to help with chores, program leaders)

Old Business:

- Brief review of the Bylaws. This will be an agenda item for the 5/17 meeting.
- Survey of Norfolk Seniors: There were 100 responses. A summary of highlights were distributed. The biggest areas of concern: taxes and transportation. Sherry will tackle these now that the new Town Administrator is on-board. Perhaps this should be a sub-committee.
- Suggestions from the survey included programs already offered. New programs will be introduced and different times will be offered for some programs to gauge interest and participation.
- The newsletter has received positive feedback. The Board is encouraged to send business contacts to Sherry for selling of advertising space. A possible name change for the newsletter (and a contest to select a name) was discussed.
- Jerry offered to help with a 'men's only' group – perhaps a monthly breakfast.

- The Center is interested in selling the pool table and the piano. Any suggestions or leads should be forwarded to Sherry.

New Business:

- Copies of the May newsletter and the Calendar spreadsheet were distributed.
- The next HESSCO lunch – with entertainment – is 5/10/19. HESSCO will also present a ‘Malnutrition Awareness’ program on 5/13/19.
- The Massachusetts Bar Elder Law program will be held on 5/14/19
- The Office of Disabilities and Representative Dooley are presenting an Emergency Preparedness program on 6/4/19. Invitations have been sent to representatives from police, fire, Board of Health and VNA.
- The Senior Center 15 year re-dedication celebration will be held on June 19 from 2 to 4pm. Invitations will be sent to special guests. Sherry met with Norma and Bill to discuss the Friends involvement. It was decided to have lunch at the church and come to the Senior Center for dessert and the program. The Friends financial contribution is still to be determined.
- Sherry is applying for a grant from MCOA to purchase assistive listening systems at a 25% discount.

HESSCO Representative Report:

- The Mick Morgan’s Road Race was a huge success – biggest ever!

Action Items:

- **9/21/18 ACTION ITEMS**
- All COA Board members are required to take the Conflict of Interest on-line training communicated via email by Kathy Burkle on September 20. **ASSIGNEE: Sherry, Sue, Mary, Karen, Linda**
- **2/15/19 ACTION ITEMS**
- Review COA Board Book. **ASSIGNEE: All Board Members**

Adjourned at 10:09 a.m.

Minutes Respectfully Submitted,

Kathy Burkle, COA Secretary May 16, 2019

Next Meeting May 17, 2019 at 9:00 a.m.