

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

May 17, 2019

Kathy Burkle, Secretary, called the meeting to order at 9:05 a.m.

Board Members in Attendance: Kathy Burkle, Secretary; Jerry Calhoun; Jim Schweitzer; Mary Nuhibian; 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 March 15, 2019 were read and approved unanimously by voice vote after a motion for approval was made by Jerry Calhoun, seconded by Tom Mirabile.

Financial Report:

- FY'19 – Town fund - \$10,000. budget / \$6,056. spend to-date.
- FY'19 – Exec Office of Elder Affairs (Formula Grant) –\$19,548 budget / \$13,695. spend to-date.
- Salaries - \$145,396. budget / \$131,960. spend to-date.

Announcements:

- Kathy Burkle announced she is resigning her position. She will stay on as an Associate member and attend COA events when possible. (I will miss everyone!)
- Linda Hennessy and Karen Edwards terms expire at the end of June. Sherry will check on the process for reappointments.

Staff Report:

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Old Business:

- The Bylaws were reviewed. Proposed changes will be voted on at the June 21st meeting.
- The Senior Center received the MCOA grant to purchase assistive listening devices at a discount.
- Sherry met with the Lions about the outdoor recreation/garden project. Formula grant money could be used to support this. She also discussed Senior Center needs with the DPW, Facilities and IT Departments.

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New Business:

- Copies of the June newsletter and the Calendar spreadsheet were distributed.

- A contest is being held for a new name for the newsletter (Silver Set Gazette is 30 years old).
- Sherry met with Norma and Bill. After July 3rd, the Friends will no longer be holding their lunches at the Federated Church. Sherry was asked to put together a proposal to have the Friends return to the Senior Center but there was an expectation that we would provide staff and funding – which the Senior Center cannot do. Proposal was sent to the effect May 18th and also requesting monies for two upcoming programs.
- The Senior Center 15 year re-dedication celebration will be held on June 19 from 2 to 4pm. Sherry distributed a draft of a brochure Kathy S. created for the event – which will later be used in orientation packets for new members and at public events. The Friends are donating \$100 to the event.
- A meeting with GATRA is scheduled for May 23rd to explore taking the Dial-a-Ride service in house.

HESSCO Representative Report:

- The volunteer appreciation dinner will be held next month.
- Following a successful lunch held on May 10th, the next ‘Lunch and Learn’ will be held on July 9th. The program is on ‘Gut Health’. Stephanie Caljouw (HESSCO’s dietician) will present. She will also begin one-on-one consultation hours as part of the NMT grant on July 17.

Meeting adjourned at 10:09 a.m.

Minutes Respectfully Submitted,

Kathy Burkle, COA Secretary June 20, 2019

Next Meeting June 21, 2019 at 9:00 a.m.

*approved 6/21/19
Sheryl Norman*