

**Town of Norfolk Council on Aging
Minutes of Board Meeting
August 23, 2019**

Board Members in Attendance: Debbie Grover, Jerry Calhoun, Karen Edwards, Tom Mirabile, Mary Nuhibian **Members Absent:** Janice Axberg, Linda Hennessy, Jim Schweitzer

Debbie called the meeting to order at 9:05 a.m.

Approval of June 21 minutes tabled. Sherry will resend.

Financial Report:

Sherry could not access MUNIS, so did not have balances.

Sherry reported that a capital plan budget was submitted for parking lot and sidewalk repairs, siding, lighting and office renovations for the building. A prisoner work crew from the county Sheriff's office will be doing some exterior painting the week of Sept. 16. Some rotted wood will be replaced before that.

We will be submitting an article on the special town meeting (Nov. 19) warrant to get a revolving account for the COA.

Staff Report:

Sherry and Lisa will be attending the HESSCO Age Well Conference on Sept. 19. Sherry encouraged Board members to attend as well.

Sherry and Karen will be attending the annual MCOA Conference Oct. 2-4.

Old Business:

- Elections:
Motion to re-elect Debbie Grover as Chair by Karen Edwards, seconded by Jerry Calhoun, passed unanimously.

Motion to elect Jerry Calhoun as Vice Chair by Tom Mirabile, seconded by Karen Edwards, passed unanimously.

Mary is considering the Secretary position. She will follow up with Sherry to see what is involved.

New Business:

- Copies of the Sept. newsletter were distributed. Sherry and Kathy are meeting with the LPI sales rep Sept. 17 to discuss expansion to a booklet format. We need more ad revenue in order to accomplish this. Sherry distributed a draft of a letter to local businesses to encourage them to advertise.
- Copies of the calendar spreadsheet were distributed. Nia and Chair yoga - new classes start Sept. 4.

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Oct. 16. Flu Clinic. We will have copies of the Disability Indicator Form available. (Sherry is also looking into mailing it with the Census.)

Oct. 22 Volunteer Appreciation Lunch at the Horse and Carriage.

- Aging Mastery Program. We were selected by the MCOA to offer this program in the spring, with the start-up cost (\$3500) waived. There is still at \$60/participant cost, unless we decide to subsidize. Karen said they have done it a few times in Natick – and it was very well received. Sherry will follow up to get more information.

HESSCO Report:

Jerry reported that some Medicare Advantage plans will cover home care next year. Sherry will be conducting a Medicare update on Oct. 17.

Sherry announced that we will be bringing back the home-delivered meal program. HESSCO is in the process of advertising for a Site Supervisor (M-F 10-12). We will also need volunteers for kitchen help and drivers – an ad is in the Sept. newsletter. Jerry said that we currently have 16 participants.

No word as to whether the Friends will be resuming their lunches at the Senior Center.

Sherry distributed a draft of program registration policies and procedures as well as documents related to the tax work-off program. She asked the Board to review – to be discussed at the next meeting: Friday, September 20 at 9:00 a.m. (Debbie can't attend, although she may be able to participate by phone. Jerry will preside.)

Motion to adjourn at 10:15 a.m. by Jerry Calhoun, seconded by Karen Edwards, passed unanimously.

Minutes Respectfully Submitted,
Sherry Norman, COA Director

