ESSEX COUNCIL ON AGING

COA BOARD MEETING – June 7, 2017
Meeting was called to order at 6:00, at the Essex Council on Aging.

Board Members Present:
Priscilla Doucette, Kay Joseph, Patricia McGrath, Millie Hamlen, Michele French, Jessica Webb, Ralph Hawley, Mary Wilhelm, Thayne Symmes
Director Present:
Kristin Crockett
Board Members Absent:
Arlene Pizzo, Keith Symmes

Secretary's report for May board meeting minutes was read and accepted. Secretary's report for May special meeting from 5/24/17 on 3 expiring board terms was read and accepted.

Treasurer's report was read and accepted. Balance remaining is $22,949.89.

Discussion of a single expiring term on COA Board. Anonymous written vote was taken. Board voted to recommend Susan Coviello to serve on the COA Board for the 3rd expiring term.

Director's report:
Facilities update- in the basement mold was found on dry wall in the basement. Director plans to apply for emergency funding to get rid of the mold. Motion was made to refer this problem to the town to be resolved. All board members voted in favor and motion was approved.
Doorbell is only ringing upstairs, not downstairs. Director will look into this.
More storage space is being added to the COA.
Work in the wellness room should be started in mid June.
Director has put in request to purchase security cameras, garden shed, painting supplies/project.
Transportation – COA received a grant from MARTAP for $900 to enhance the transportation program. A GPS will be purchased for the van. This money paid to repair the seat belts.
Van is due for an oil change and an inspection this month.
Starting in July the van will be available to bring people to and from the luncheon programs at the COA.
Programming/Services- The trips for the rest of the year have been planned in advance.
Get Outdoors program will be started with the COA's from Gloucester, Rockport and Wenham as a pilot program. There will be a guide who will be available for hikes Monday through Friday.

Older Americans Act Title 3 Grant from Seniorcare. Motion was made to apply for the grant for an additional 4 hours for the outreach position. All board members voted in favor and motion was approved.
15 hours of the Outreach position would be funded by the town and 4 hours funded by the grant (if approved) for a total of 19 hours for this outreach position.

Aging and Dementia Friendly Community- Seniorcare is applying for a grant for this and would like a letter from the Board supporting their application. Motion was made to send this letter from the board supporting Seniorcare in writing this grant. All board members voted in favor and motion was approved.

Treasurer position discussed, when the board meets in July, we will be voting in officers and will be bringing back the Treasurer position. A motion was made to increase the amount the Director can sign off on the monthly bills and payroll. The Director can sign off up to $1,000.00, the Director and one board member can sign off up to $1,500.00 and the Director and two board members will sign off anything that is over $1,500.00. All board members voted in favor and motion approved.

Job Description for the Out Reach Coordinator will be presented by our director at the July board meeting.

Our next board meeting will be held on July 11, 2017.

Meeting adjourned at 7:40