

Council on Aging
Board of Directors Board – Minutes
Tuesday, November 13th 2012

Present: Jerry Brecken, Gerri Frates, Lindsay Gordon, Dottie Reid, Jack Oliveira, Joan Mello, Lee Allaire, Albert Borges

Absent: Elaine O’Neill, Jeff Osuch, Anne Silvia, Francis Cox, Joseph Borelli

Joan called the meeting to order at 9:40am. The meeting was legally posted, there was no one recording the meeting.

Joan appointed Dottie and Jack to voting members

October Minutes Review:

The date on the October minutes was dated Sept. and needs to be changed to October.

Jack made a motion to accept the October minutes and Gerri 2nd the motion.

October minutes discussion: Lucille’s hours still need to be approved, 30 hours to be approved. Lucille is also in need of a new computer.

Anne has not received any information or money from Pub 99 regarding the fundraiser.

Treasures Report:

The COA had: \$11,474 in expenses for the month of October. Cleaning supplies were high as they bought in bulk and 62% of the budget has been used.

\$79.99 will be put back into the gift account as there was an item returned.

Social Day had: \$7,925.20 in expenses, \$16,674 in revenue, which resulted in \$8,748 in income.

There is a Misc. line showing \$762.50 which \$650.00 of was from computer expenses.

YTD there is an increase of \$17,442 in revenue and the expenses have gone down by \$3,355.

Motion made by Lee and Jack 2nd the motion. All were in favor of the motion.

OLD Business:

ARAW grant has been submitted for the Veterans Luncheon

New Business: The Laptops were installed and the Bocce court is underway. As mentioned prior Lucille needs a new computer and Cindy indicated that it was our computer to replace and not ARAW's computer.

Jack made a motion to accept new business and Dottie 2nd the motion. All were in favor.

Social Day Report:

Joyce and Sue moved their offices to the office area next to the conference room. They would like to be able to lock their door as they have confidential information out of their desks from time to time. The staff is used to using the sink in that office to wash their hands and they are going to be notified to use the sink in the kitchen. Al made a motion to allow them to lock their door and Jack 2nd the motion. All were in favor.

Tap and Time changing to every other week for the clients of Social Day

Motion to accept the Social Day report made by Al and 2nd by Jack. All were in favor of the motion.

Director Report:

The pancake breakfast was not well attended, at this time the board was not sure how much revenue was received from the event.

The board reviewed events happening at the COA and also events happening outside the COA that Anne was attending.

Anne would like approval for a table covering for marketing, there was a motion made by Dottie and 2nd by Jack, all were in favor.

New Board Training – Lee, Jack and Dottie to attend.

New Copier – The board reviewed three bids that were submitted. Core Business Technologies is the bid that Anne would like to go with. At the time the Board tabled the motion to approve. The table motion was made by Dottie and 2nd by Gerrie. All were in favor of the motion.

Comcast approved for business class services was made by Joan, AL and Gerrie and Jerry.

The bill for heating and cooling repair was received and needs to be approved. Trouble shooting done on the bill is in the amount of \$2,221.22.

Dottie made a motion to adjourn and it was 2nd by Gerri. All were in favor.

Respectfully Submitted, Gerri Frates