

**FAIRHAVEN COUNCIL ON AGING
BOARD MEETING
FEBRUARY 14, 2018**

PRESENT: Anne Silvia, Lee Allaire, Jack Oliveira, Jerry Brecken, Joan Mello, Francis Cox, Dottie Reid.
Absent: Lindsay Gordon, Joe Borelli, Elaine O'Neill.

The meeting was legally posted.

Meeting was called to order at 9:00am by Joan Mello.

Motion made by Jerry Brecken to accept the January 2018 minutes and second by Lee Allaire.

Financial Report:

COA:

COA Expenses: \$14,584

YTD Expenses: \$95,040.00

Remaining in Budget: \$86,371.51

SOCIAL DAY:

Expenses: \$14,743.46 (\$4,396.67 is BC/BS expenses for Oct, Nov, Dec 2017 and Jan, Feb 2018. A request was made to the employee benefits staff to please deduct the benefit cost month going forward).

YTD Expenses: \$77,456.73

Revenue: \$14,410

YTD Revenue: \$108,132.00

The Director explained that \$2,000.00 was transferred from the COA heat/light and power line to the repair / maintenance building to cover upcoming building repair bills.

Motion to accept the Financial Report made by Jack Oliveira and second by Francis Cox.

Old Business:

The new van was ordered to spec's in January. It will be a 14 passenger with one fold up seat allowing for 2 wheelchairs when needed. An electric door was added and handrails on the aisle seats were also added. No time of arrival for the new van has been given by DOT.

New Business:

Van #5 was in need of new brakes and also received 2 new tires and balancing.

Van #3 (SRTA Van) broke down on RT 6 on Feb 1st. Towed to SRTA. Chris from SRTA informed the COA director the van would need a new transmission. The COA would be responsible for the repair and parts at a cost of approximately \$4,000.00.

The Formula Grant Contract was received by the state. The Fairhaven COA will be receiving \$40,459.00 which is \$1,251.00 less than last year.

Other Business:

The 2 new TV's were installed by the Fairhaven IT Dept and three existing TV's were relocated.

Discussion took place about changing the meeting day back to Monday's since Lindsay Gordon will be leaving the Board. The day was originally changed from Mondays to Wednesdays to accommodate Lindsay's schedule. A decision will be voted on at the next meeting which was decided by the board to be Monday March 12th.

Social Day January 2018 Monthly Report

Activities: Exercise, Musical Bingo, Bingo, Keno, Rosary, Trivia, Current Events, Reminisce, Movie, Crafts, Puzzle Group, Card Group, Horse Race Game, Beat the clock bingo, Dice & Strike game, Bean Bag Toss,

Tap -n-Time, Chair Zumba, Let's Chat Group, Baking Group, Walking Group, Manicures, Knitting, Music w/ D&D Music w/ Ray J, Karaoke w/Rick, Birthday Party, Entertainment with Andrea.

Notes:

1. 1/3 Sally has started Carol's craft corner, the client Enjoy crafts every Mon & Wed with Carol Burt.
2. 1/10 – Show with Elvis
3. 1/25 Staff had Alzheimer's training with Community Nurse.

Upcoming Events:

1. 2/13 Mardi Gras Party
2. 2/13 Paula Amaral from Coastline is coming to do the Homecare Audit.
3. 2/14 Pizza party & Valentine's Day dance.

Total units serviced for the month was 258 with a client average of 15. We were closed 5 full days during the month of January. Two days were for holidays (New Year's Day and M.L.K. Day) and three were snow days.

**FAIRHAVEN COUNCIL ON AGING
BOARD MEETING DIRECTOR'S REPORT
FEBRUARY 14, 2018**

IN-HOUSE EVENTS

2/3 Pancake breakfast and meeting for the DAV 8:00-12:00
2/5 Healthy Eating Classes Coastline 3:00-4:30
2/12 Healthy Eating Classes Coastline 3:00-4:30
2/13 Greater Boston Food Bank Delivery
2/13 Coastline Audit for Social Day
2/20 Grief Support Group 5:00-7:00
2/26 Healthy Cooking Classes coastline 3:00-4:30
2/28 South Coast LGBT Seniors 5:00-7:00

OUTSIDE EVENTS

2/22 Coastline Board Meeting
2/22 Coastline Community Development Meeting

1. Van #5 received new brakes.
2. Van #3 (SRTA) needs a new transmission. SRTA will be performing the work and parts since the van belongs to them, however, the COA is responsible for the cost of the parts/labor. Chris from SRTA informed this director that the bill would be approximately \$4,000.00.
3. The refrigerator was running too cold freezing food items. GM was in and made adjustments and cleaned parts. The tech stated that if the freezing continued, a new thermostat might be needed. So far so good. They will be conducting a refrigerator maintenance once a year when they come to do the HVAC maintenance. Awaiting price for refrigerator maintenance.
4. The Formula Grant Contract was received (4 months later than usual this year). The Fairhaven COA will receive \$40,459.00. This money will be used for the salary of the Volunteer Coordinator, Receptionist, One driver and the Volunteer Appreciation Luncheon.

Next meeting is scheduled for Monday March 12th at 9:00am.

Motion to adjourn was made by Francis Cox and second by Jack Oliveira.

The meeting was adjourned at 9:40am.

Respectfully Submitted,
Lee Allaire, Secretary