

**FAIRHAVEN COUNCIL ON AGING  
BOARD MEETING MINUTES  
MAY 9, 2016**

The meeting was called to order by Joan Mello at 9:05am.

REVIEW OF April 2016 MINUTES: No Changes

Motion to accept the April 2016 minutes made by Al Borges and second by Francis Cox.

**TREASURER'S REPORT:**

COA:

COA Expenses: \$11,549.65

YTD Expenses: \$129,190.20

Remaining in budget: \$44,192.80

**SOCIAL DAY:**

Social Day Expenses for April 2016: \$10,355.82

YTD Expenses: \$96,965.39

Revenue for the Month of April 2016: \$13,633.00

YTD Revenue: \$167,958.00

Motion made by All Borges to accept the treasure's report and second by Francis Cox.

OLD BUSINESS: The new carpeting has been installed.

NEW BUSINESS: A Mini Grant from the United Way has been applied for by the friends of the Fairhaven COA.

**OTHER BUSINESS:**

The current process for billing paying requires that 4 board members sign off on all bills as well as the COA director. This process is time consuming as staff has to call board members in to sign. This process is time consuming for staff and in some instances, bills are being paid late. The director suggests that the process be change no longer requiring board members to sign off on bills since the director is signing and passing the bills along to the Town Administrator. The Town Administrator agrees with this plan. Motion to accept this new bill paying process made by Gerri Frates and second by Al Borges.

**SOCIAL DAY REPORT**

**Social Day April 2016 Monthly Report**

Activities: Exercise, Wii Game, Bingo, Keno, Rosary, Trivia, Current Events, Reminisce, Movie, Crafts, Puzzle Group, Card Group, Bean Bag Toss, Tap -n-Time, Let's Chat Group, Baking Group, Walking Group, Music w/ D&D Music w/ Ray J, Karaoke w/Rick, Birthday Party.

Notes:

1. April 6<sup>th</sup> Volunteer Appreciation Luncheon all Social Day volunteer's attended.
2. Coastline Title 111 Audit was done and all guidelines were met.

Upcoming Events:

1. 5/3 Social Day will have a special Mother's Day luncheon. It will be catered by the Courtyard restaurant. We will also host a Mother's Day tea party.
2. 5/5 Cinco de Mayo party celebration.
3. 5/8 Coastline Healthy Aging Fair.
4. 5/24 Social Day's first picnic and bocce game of the season.

Total units serviced for the month was 388 with a client average of 19.

We had one holiday during the month, April 18<sup>th</sup> - Patriot's Day.

**DIRECTORS REPORT  
FAIRHAVEN COUNCIL ON AGING  
BOARD MEETING  
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**IN-HOUSE EVENTS**

- 5/3 Single Senior Supper Club 4:00-6:00  
5/8 Mother's Day Tea Party 11:30-1:00  
5/14 Lyons Club/Militia Ham and Bean Supper and Car Show 4:00-8:00  
5/16 Hydration Presentation Community Nurse 1:00  
5/17 Single senior Supper Club 4:00-6:00  
5/25 South Coast LGBT Seniors 5:00-7:00  
5/25 Cops and Donuts Detectives Bubliski and Botelho will discuss Medication Drop Off

**OUTSIDE EVENTS**

- 5/6 Coastline Health Fair New Bedford COA Hillman St.  
5/10 Coastline Development Committee Meeting 1:00-4:00

5/13 Coastline Wine and Beer Tasting Fundraiser 6:00-8:00 Howland Place

5/19 Coastline Board Meeting 9:00

1. The Fairhaven Wellness Committee is using the senior center on Monday (boot Camp), Wednesdays (Line Dancing) and Thursdays (Yoga) for all employees interested in participating.
2. A mini grant from the United Way has been applied for to hold an Old Fashion 4<sup>th</sup> of July Picnic for Social Day participants as well as the children from the Kool Kids Summer Program at the Rec Center on Friday, July 1, 2016. Some events that will take place are Farm Visits (baby farm animals that can be held), waterslide, magician, face painting, Del's Lemonade, cookout (hot dogs, hamburgers, chips, pasta, watermelon) lawn games, balloon artist, photo booth).
3. This director and Town Administrator discussed the current process of bill paying and problems with ARAW bills submitted to be paid. Presently 4 board members and the director sign off on all bills being submitted for payment. This process is time consuming as board members have to be called in to sign. Since the Town Administrator sees all bills submitted for payment, this director request that board members no longer need to sign off on bills. The director will continue to sign bills before they are sent to the Town Accountant for payment. The Town Administrator agrees to this plan.

Next Board meeting will be held on June13, 2016 at 9:00am.

Motion to adjourn made by Francis Cox and second by Gerri Frates.

Meeting was adjourned at 9:35am.

Respectfully Submitted,

Gerri Frates, Secretary