

**FAIRHAVEN COUNCIL ON AGING  
BOARD MEETING MINUTES  
JULY 18, 2016**

The meeting was called to order by Joan Mello at 9:10am.

REVIEW OF JUNE 2016 MINUTES: No Changes.

Motion to accept the June 2016 minutes made by Elaine O'Neill and second by Francis Cox.

**TREASURE'S REPORT:**

COA:

COA Expenses: \$21,018.35

YTD Expenses: \$161,592.10

Remaining in budget: \$11,790.90

**SOCIAL DAY:**

Social Day Expenses for the month of June 2016: \$10,948.41

YTD Expenses: \$139,666.53

Revenue for the month of June 2016: \$15,087.00

YTD Revenue for 2016: \$202,239.00

RRFA Account: \$168,152.54

Motion to accept the Treasure's report made by Francis Cox and second by Jerry Brecken.

**OLD BUSINESS:**

The Old Fashion 4<sup>th</sup> of July Picnic funded by the Community Building United Way Mini Grant took place July 1, 2016 and was enjoyed by the Fairhaven Supportive Social Day participants and the children who attend the Kool Kids Summer Program at the Recreational Center.

The Fairhaven COA Bylaws were updated by Joe Borelli. All board members received a copy of the updated bylaws with the few changes made highlighted. A motion was made by Elaine O'Neill to accept the updated bylaws and second by Joe Borelli.

**NEW BUSINESS:**

The Formula Grant is due August 18, 2016. The grant will be completed by July 29, 2016 and sent to EOEa before the director goes on medical leave.

**OTHER BUSINESS:**

It was agreed by the board to increase the monies appropriated for the Fairhaven Supportive Social Day from \$140,000.00 to \$160,000.00 to the article for the next Town Meeting or Special Town Meeting. The new article will read, "To see if the Town will vote to authorize the Fairhaven Council on Aging to expend in the FY 2018 a sum of money not to cumulatively exceed \$160,000.00 from the Grant Account known as "Receipts Reserved for Appropriation for the Fairhaven Supportive Social Day Program for senior citizens or take any other action relative there to". The increase is warranted related to the growth of the Supportive Social Day Program and the ability to provide the special social events that play a huge part in providing the participants with a socially stimulating day in a fun, safe environment.

Applications and interviews are in process to fill the new position for the Activity Director for the Supportive Social Day Program. The position will be filled by July 29, 2016 before the director goes on medical leave.

## **Social Day June 2016 Monthly Report**

**Activities: Exercise, 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, Manicures, Music w/ D&D Music w/ Ray J, Karaoke w/Rick, Birthday Party.**

### **Notes:**

- 1. 6/7 Had a picnic and played outside games.**
- 2. 6/8 Social Day had their second annual clam boil, which was catered by Mac's.**
- 3. 6/13 Fire Drill.**
- 4. 6/16 Social Day celebrated Father's Day with clam cakes & chowder catered by Mac's.**
- 5. 6/21 Anne went to Coastline to represent Social Day for their annual Meet & Greet.**
- 6. 6/29 Social Day had a chicken barbeque.**
- 7. 6/29 Social Day had an audit follow up with Tina Gaudette from Coastline.**

### **Upcoming Events:**

- 1. 7/1 United Way Grant Carnival**
- 2. 7/12 Cookout**
- 3. 7/11 Ice Cream Social**
- 4. 7/19 Talent Show**
- 5. 7/26 Trip to Fort Phoenix**

**Total units serviced for the month was 467 with a client average of 21.**

### **FAIRHAVEN COUNCIL ON AGING**

#### **BOARD MEETING**

**7/18/16**

#### **DIRECTOR'S REPORT**

#### **IN-HOUSE EVENTS**

- 7/1 Old Fashion 4<sup>th</sup> of July Picnic made possible through a Community Building United Way Mini Grant
- 7/5 Single Senior Supper Club 4-6 John Rogers from Our Lady's Haven Guest Speaker/"Oops I Lost My Keys"
- 7/11 Regional SHINE Meeting 1-3
- 7/19 Single Senior Supper Club 4-6 guest speaker Scott Ciosek /The Bridge
- 7/27 South Coast LGBT Seniors 5-7

OUTSIDE EVENTS  
NONE

1. Social Day expenses exceeded the approved amount (approved at Town Meeting) of \$140,000.00 by \$1,846.89. The following bills that were paid through Social Day revenue were transferred to come from the Fairhaven COA Gift Account: TJ's Music \$286.00 (down payment) and 858.98 (balance) for the new sound system and Tilecraft 705.02 for new carpet for a total of \$1,846.89. This will correct the over expenditure of the \$140,000.00. It is recommended by this director that the Article for Social Day expenditure for the next Town Meeting be increased and be read as such: To see if the Town will vote to authorize the Fairhaven Council on Aging to expend in the Fiscal Year 2018 a sum of money not to cumulatively exceed \$150,000.00 from the Grant Account known as "Receipts Reserved for Appropriation for the Supportive Social Day Program" for the purpose of providing a Social Day Program for senior citizens or take any other action relative there to.
2. Greater Boston Food Banks continues to grow. Food pick up and distribution will be on 7/12
3. With the retirement of Joyce Cookinham, the following changes will take place in the Social Day staffing. Susan Roderiques has been promoted to the Supportive Social Day Coordinator. The Assistant Coordinator position (Susan's previous position) has been eliminated and an Activity Director will be hired to work under the Social Day Coordinator. The Activity Director will be responsible for planning all activities, supervising all Social Day aids, volunteers and senior aids and working closely with the Coordinator. This director believes that this arrangement will provide more productivity and continuity to the Social Day Program.
4. The ARAW six month report has been submitted as requested by Cheryl Randall.
5. The Formula Grant will be completed and will be sent out before July 29<sup>th</sup>. (due Aug 18<sup>th</sup>)
6. There are 2 water/sand accessible wheel chairs located at Fort Phoenix that can be loaned out. The chairs are located in the building located on the grounds of Fort Phoenix. This information will be posted in the COA August newsletter, Neighborhood News and Advocate for public knowledge.
7. The director will be on a medical leave starting August 2, 2016. Cindy Vandenburg will be supervising the office and will be in contact with the director while out. Susan Roderiques will be supervising Social Day and will also be in contact with the director. The Single Senior Supper Club and South Coast LGBT Supper Club has been cancelled for the month of August. It was decided during June 2016 board meeting that the August 2016 board meeting will be cancelled.

Next Meeting: September 12, 2016

Motion to adjourn made by Al Borges and second by Francis Cox.

Meeting adjourned at 9:55am.

Respectfully Submitted,

Jerry Brecken, Secretary