

**FAIRHAVEN COUNCIL ON AGING
BOARD MEETING MINUTES
DECEMBER 12, 2016**

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

Present: Anne Silvia, Joan Mello, Jerry Brecken, Francis Cox, Al Borges, Lindsay Gordon, Lee Allaire, Jack Oliveira.

Absent : Dotty Reid, Gerri Frates.

Excused: Joe Borelli, Elaine O'Neill.

Joan Mello appointed Jack Oliveira as voting member for this meeting.

REVIEW OF LAST MONTHS MINUTES: No Changes.

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

TREASURER'S REPORT:

COA:

COA Expenses for the month of November 2016: \$13,453.43

YTD Expenses: \$61,521.81

Remaining in Budget: \$112,493.19

SOCIAL DAY :

Expenses for the month of November 2016: \$9,784.81

YTD Expenses: \$57,898.82

Revenue for the month of November: \$2,422.00

YTD Revenue: \$77,236.00

The Social Day Revenue shows only \$2,422.00 because revenue was sent to the Town Hall later because of the Thanksgiving holiday. November's revenue will be reflected in January's Social Day financial report with Decembers.

OLD BUSINESS:

The Capital Improvement Plan FY 18 was submitted to the Capital Planning Committee 11/21/16. It addressed the need for a new HVAC System and was submitted conjointly with the Rec Center since the HVAC system is shared by both.

Thanksgiving Dinner on Thanksgiving Day was enjoyed by 43 people and 10 meals were delivered to the community.

NEW BUSINESS:

FY2018 Budget to be submitted this month.

Social Day November 2016 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, Let's Chat Group, Baking Group, Walking Group, Manicures, Music w/ D&D Music w/ Ray J, Karaoke w/Rick, Birthday Party, Music with Ray Smith.

Notes:

1. 11/9 Went to Atria for the day.
2. 11/17 Thanksgiving Dinner for clients.

Upcoming Events:

1. 12/6 – Christmas karaoke with the staff from the Royal
2. 12/13 – Pizza Party & Christmas caroling with Charlie Murphy.
3. 12/16 – Christmas Party for the clients at Whites of Westport.
4. 12/20 – Christmas get together with the children from the Fairhaven Mom's Group and Little Peoples College.
5. 12/21 – The clients from Community Connections are coming over to sing Christmas Carols and pass out ornaments that they made.

Total units serviced for the month was 320 with a client average of 17.

There were three holidays during the month of November.

**FAIRHAVEN COUNCIL ON AGING
DIRECTOR'S REPORT
DECEMBER 2106**

IN-HOUSE

No Single Senior Supper Club this month.

- 12/13 Employee Assistance Program In-service for staff 3:00pm
- 12/14 Cops and Donuts presented by Det. Janis Bubluski at 10:00am
- 12/19 Stephanie Bouley Dietician Coastline in-service Sodium and Meals on Wheels at 11:30.
- 12/28 South Coast LGBT Seniors 5:00-7:00

Outside Events

- 12/5 LGBT Network Meeting @ Women's Center 6:00
- 12/15 Coastline Board Meeting

1. Thanksgiving Dinner was held on Thanksgiving Day with 43 seniors attending and 10 meals delivered to the community. Thanks to Our Lady's Haven for their donation of pies.
2. Van #5 received new break line and 2 new tires. (Front Tires were moved to rear and new tires went on front)
3. The Town of Fairhaven will be offering an EAP (Employment Assistance Program) for all full and part time employees and their immediate family members. A representative from Outlook EAP will be here on Tuesday Dec 13 to provide the COA employees information about the services they will be offering.
4. The COA's Annual Report was sent to Anne O'Brien as well as the list of Board members and their contact info as requested by Anne.
5. The FY18 Budget will be completed by the end of December 2016.

The next Board Meeting will take place on January 9, 2016 at 9:00am.
Motion to adjourn made by Francis Cox and second by Jerry Brecken.
Meeting was adjourned at 9:35am.

Respectfully Submitted,

Jerry Brecken, Secretary