

TOPSFIELD COUNCIL ON AGING
BOARD OF DIRECTOR'S MEETING
JUNE 14, 2016 3:30
TOPSFIELD, MA
TOWN HALL CONFERENCE ROOM

MEMBERS PRESENT: Elaine Crippen, Jolene Guerra, Ruth Lucy, Lois Carpenter, Florence Brady, Bill Quinn, Penny Rogers, Charlotte O'Toole, Al Di Donato and Martha Davis.

ALSO PRESENT: Kathy Faust, Liaison Friends of the COA, Dick Gandt, Topsfield resident, Kellie Hebert, Town Administrator.

Motion was made to approve minutes from May meeting, with changes to show: Meeting began at 4:00 and not 4:30. There were 17 and not 18 resumes reviewed by the sub-committee involved in the search for the new COA director. Minutes were approved with corrections. 9 ayes and 2 abstained.

Overview of Sub-committee process: 5 candidates were interviewed by the search committee. Two people were chosen as finalists for the position. Penny Rogers presented the names to the Town Administrator who requested that the full board meet and interview the two women and take a final vote.

LIAISON REPORT:

\$450.00 was raised by the Friends at their table at the Strawberry Festival. Raffle baskets were a big success. Yvonne Anderson has joined the Friends BOD, and will assume the role of vice president. Jodi Gibeley will also be joining the group when she pays the membership.

CHAIRMAN'S REPORT: (In the absence of a Director)

The volunteer breakfast will be held at the Wenham Tea House on June 27th. Chris Cotti, from the Friends will be awarded the Silver Tree. The Tea House has a new and varied menu that includes gluten free and vegetarian items. Now owned by Fresh Foods Catering. 36 people have signed up for the breakfast..

INTERVIEWS

Interviews with the two finalists occurred by the board.

Kellie Hebert discussed the status of the Town Hall Building Committee and that a member of the COA BOD would be welcome at their meetings. Looking for continuity of departments and modular trailers are being explored so services are not interrupted.

VOTE FOR NEW DIRECTOR:

Following discussion of the candidates, a motion was made and seconded, to vote on the board's choice for the new director. Paula Burke was chosen with 8 ayes, 1 nay and 2 abstained.

Penny Rogers will present Paula to the Board of Selectmen at their next meeting on Monday, June 20th.

Next Meeting: Tues. July 12, 2016 at 4:00 in the Conference Room of Town Hall. This will be the board's Annual Meeting with a vote on officers.

Meeting Adjourned at 5:23 PM

Respectfully Submitted: Charlotte O'Toole, Recording Secretary