

TOPSFIELD COUNCIL ON AGING BOARD OF DIRECTORS
JUNE 13, 2017, 4:05 PM
NEW TOPSFIELD TOWN HALL (461 BOSTON ST.)
MAIN CONFERENCE ROOM

MEMBERS PRESENT: Ruth Lucy, Bette Cullinan, Florence Brady, Charlotte O'Toole, Annette Cohen, Martha Davis, Penny Rogers, Bill Quinn.

OTHERS PRESENT: Kathy Faust, Friends of the COA Liaison; Ella Gutowski, Senior Care Inc. representative; Paula Burke, Director of Topsfield COA.

I. MOTION MADE TO APPROVE MAY BOARD MEETING MINUTES: Motion made and seconded to approve May minutes with the following correction: add Paula Burke's name to "Others Present". 9 Ayes, 2 Abstained.

II. DIRECTOR'S REPORT:

- Multigenerational dinner is scheduled for 6 pm on June 22nd in the large function room at Trinity. Friends will pay for seniors to attend and small fee for family guests. A legal speaker will present on senior issues and a singer will provide family entertainment.
- COA will provide bus service to the Fairgrounds for those who will be going to the US Senior Practice Round at the Salem Country Club on 6/27/17. A shuttle will take COA members from the fairgrounds to the event.
- Topsfield summer concerts will resume on 7/9/17 on the common with Vince Guerra and his group of musicians will entertain at the first event. These concerts are in need an organizer.
- Doran Donovan from TRIAD will be providing us with updated information that's importation to seniors 1x/mo during Coffee and Conversation. Seniors found the Car Fit training helpful.
- The new software update will happen in early July. There will be wands on the bus and at Trinity. This will free up Peg to focus on grant writing. The cost is \$2,500 with an annual maintenance fee.

III. LIAISON'S REPORT:

- Basket raffles at the table during the Strawberry Festival took in over \$850 after expenses vs \$465 from last year.

IV. OLD BUSINESS:

- Nomination Committee: In lieu of meeting again to nominate officers for the COA Board of Directors, with their approval, the same set of officers were nominated and seconded. In a preliminary vote was taken: 9 Ayes, 2 Abstained. A formal vote will be taken at the July Board meeting.
- Town Hall Renovation Committee: Meeting to be held tonight to update Topsfield residents on the need for the addition and the progress that has been made so far and address the financial impact of the Citizen Petition, to be voted on at Town Meeting on 6/20/17. Ultimate goal of the designated space is to have a drop in senior area which is not possible now with functions of the COA divided. Comments on FB show a lot of division regarding tax implications.

V. NEW BUSINESS:

-Ella Gutowski, representative from Senior Care, Inc. attended the meeting to see what our concerns are for Topsfield seniors. Topsfield is one of 9 Communities that are followed by the Senior Care office in Gloucester. There is a fund raiser cruise on July 13 to raise funds to support senior services on the north shore.

-Vote on Recommendation of COA Activities Lease:

Additional room for use by VNA nurses will be available. The lease funds were approved at spring town meeting. Under \$10,000, so didn't need to go out to bid.

-There are 3 phone lines to COA office, for Paula, Beth and a van line. Not ideal, but can respond to messages.

- Motion made and seconded to approve the lease for Trinity in the upcoming fiscal year. Motion passed with 9 Ayes, 2 Abstained.

-Vote on Signature Authorization Forms:

A vote was taken and affirmed at a duly posted meeting and the following member has been designated to sign the Payroll Warrants on behalf of the Board/Commission:

Penny Rogers, Designated Person; Charlotte O'Toole, Alternate (Emergency only)

6/13/17

A vote was take and affirmed at a duly posted meeting and the following member has been designated to sign Vender Warrants on behalf of the Board/Commission:

Penny Rogers, Designated Person; Charlotte O'Toole, Alternate (Emegency only)

6/13/17

Motion was made and seconded and to adjourn. 9 Ayes, 2 abstained.

Meeting adjourned at 5:15 PM

Next meeting is July 11, 2017 at 4:00 PM in the New Town Hall.

Respectfully submitted by Charlotte O'Toole, Recording Secretary

CHARLOTTE O'TOOLE

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