

BELMONT COUNCIL ON AGING
BOARD OF DIRECTORS MEETING
November 7, 2011

<u>Present</u>	Mike Cahalane, Ethel Hamann, Neil Hegarty, Anne Lougée, Allan Morgan, Angela
	Mullin, Nava Niv-Vogel, Tomi Olson, Mary Ann Scali, Penny Schafer, and Joel Semuels
<u>Absent</u>	Vincent DeNovellis
<u>Guests</u>	None

J. Semuels (Chair) called the meeting to order at 7:33 p.m.

New Board Member

J. Semuels welcomed new COA board member Allan Morgan. Fellow members introduced themselves and gave a brief summary of their history with the COA. Dr. Morgan, who holds a Ph.D. in Gerontology, briefly reviewed his work history and stated that he is particularly interested in how seniors transition from work to retirement.

Senior Citizens' Concerns

M. Scali reported on 3 items that relate to the COA: 1) She, along with David Ching and N. Niv-Vogel, will be pursuing ballroom dancing as an activity at the Beech Street Center (BSC); 2) At its Nov. 10th meeting, the Belmont Human Rights Commission will report on its project, "The Many Faces of the Beech Street Center;" and 3) The Belmont Media Center recently recognized several volunteers of its COA programs.

Acceptance of Minutes

The minutes of the October 3, 2011 meeting were reviewed. After a few minor amendments were made, the minutes were unanimously approved (as amended).

General Announcements

N. Niv-Vogel reported that a COA board member training is scheduled for 12/13 in Sherbourne. The program will be held from 9:15 to 10:45. She will inquire of Emmett Schmarsow -- Director of COAs at the MA Executive Office of Elder Affairs (EOEA) -- whether the training materials could be made available to our newer members who might not be able to attend this training. Ms. Niv-Vogel also reported on the upcoming departure of the Town Administrator, Tom Younger, on November 18th.

New Business

The election of new officers: E. Hamann speaking on behalf of the nominating committee that also includes V. DeNovellis and M. Scali, offered the following slate of officers: Chair – J. Semuels; Vice Chair – N. Hegarty; Secretary – P. Schafer; and Treasurer – M. Cahalane. The slate will be voted at the December meeting.

Updates and Correspondences

- The By-Laws Working Group:

N. Hegarty reported that the group has met and will meet again to update the COA by-laws, eventually bringing proposed changes to the whole board at a future meeting.

- Springwell Report:

N. Hegarty reported that Springwell is very involved with local hospitals regarding discharge planning to help prevent re-admission. Springwell supported the Freedom of Choice Act at the state level to ensure that patients have a choice regarding treatment after a hospital discharge. Springwell's annual meeting will be held in December, at which time N. Hegarty's term as president will end.

- Director's Report:

N. Niv-Vogel noted a change to the COA swim program, which takes place at the Higgenbottom pool at the high school. Specifically, that the locker rooms are now open to students during the day, thus necessitating that seniors who plan to access the swim program must satisfy a CORI check. N. Niv-Vogel will pursue this issue with Town Counsel.

Regarding the FY' 13 budgeting process, N. Niv-Vogel reported that, across the board, the COA usage numbers are up by at least 10% over last year. She noted that although the final budgeting parameters are not yet clear, she is nonetheless working to prepare the same information as last year.

While at the MCOA conference, N. Niv-Vogel attended a workshop that focused on the consolidation of various human services functions. She reported that the Belmont COA already does much of this (i.e., fuel assistance, transportation to disabled adults who are not yet seniors, etc.). N. Niv-Vogel also noted that the City of Salem recently merged its recreation and COA departments, adding that the EOEI opposes this type of merger due to the disparity of the two missions. Discussion followed. Would such a merger work in Belmont? N. Niv-Vogel will look for more synergies between the COA and Recreation. Should the COA become a town-wide human services agency, as is the case in Lexington and Natick? Those two communities, it was noted, had existing human services departments that the COA's absorbed. N. Niv-Vogel will explore what has transpired in Natick and Lexington to see if it could be beneficial to Belmont.

It was decided that at the December board meeting, members will review the COA's purpose and seek a collective understanding of that purpose – what it is that the COA does, what is identified as social work, and what is not. J. Semuels and N. Niv-Vogel will work together to prepare for the meeting.

It was determined that the following people will attend Warrant Committee meetings as outlined: Nov. 9th (E. Hamann), Nov. 16th (A. Mullin), Nov. 30th (P. Schafer), and Dec. 7th (J. Semuels).

- Fitness Room Working Group:

Town Counsel has reviewed the waiver form. After amending the document to include business liability insurance requirements for any personal trainer who might accompany a senior to the fitness room, Counsel approved the waiver form. It was reported that the Town's insurer is requiring that a defibrillator and a dedicated phone line be installed in the fitness room. The group is in the process of creating materials regarding the "orientation for proper use of the equipment."

With the necessary approvals in hand, the COA board requested that Belmont Elderly Citizen's Inc. (BEC) purchase the equipment for the Town of Belmont, specifically for use in the fitness room at the BSC, with the following motion:

E. Hamann moved, and M. Cahalane seconded, that the COA board "Request from the BEC to purchase and donate to the Town of Belmont for the Beech Street Center the necessary fitness room equipment." The motion passed unanimously.

- Friends of the COA:
A. Lougee reported that the Friends held their annual meeting on October 13th, at which time three long-time members – Vilma DiBiase, Jessica Farman, and Estelle Raiffa – stepped down from the board and were replaced by Carolyn Bunyon, Jan Cannon, and David Ching. The fall newsletter, which includes an appeal for annual membership, will be mailed to every Belmont household within the next two weeks. The financial review is underway and all reports will be filed before the November 15th deadline. The upcoming annual Meat Raffle will be held on November 16th and the annual Crafts Fair on November 26th.
- Director Annual Review Process Working Group:
The director is waiting to hear from Tom Younger regarding her evaluation which took place last July. Procedures will need to be amended to reflect the Open Meeting law and to develop goals and objectives. This was tabled to another meeting.
- Budget FY' 13 Working Group:
There was nothing to report as the FY' 13 budget process is still unfolding.
- The Bocce Court:
M.A. Scali reported that she is waiting to receive cost estimates for the project.

The next COA board meeting will be held Monday, December 5th.

The meeting was adjourned at 9:35 pm.

Respectfully submitted as understood,

Anne Lougée