

HANOVER COUNCIL ON AGING

Minutes of the Regular COA Board Meeting, September 10, 2018

The Regular Meeting of the Hanover C.O.A. Advisory Board was held on Monday September 10, 2018, at the Hanover Senior Center. The meeting was called to order by Chairman, Dick Farwell at 9:00 AM. All members were present: Dick Farwell, Les Molyneaux, Carol Mattes, Claire Flynn, Ellie Kimball, Roger Leslie, and Don Buckley. Additional attendees were Director Tammy Murray who arrived late after attending an earlier meeting, Katie O'Brien, Jennifer Dunn and Marilyn Goldstein.

The minutes from the August 13, 2018 regular meeting were accepted.

Secretary Mattes read the request from the Board of Selectmen for our 2018 Annual Report. It was agreed that Carol and Tammy would work together to compile the report that is due by Monday, October 15th.

The board reviewed the director's report, budget and statistics.

The board discussed the upcoming Open House planned for September 14th and how important it was to have the board present at this event.

Katie reviewed with the board all the activities that are planned through December.

Marilyn reviewed the launch of the author series that will begin on September 20th. She is looking at the possibility of sponsorships for authors in order to give each author a speaking fee.

The board discussed that many seniors might be interested in participating in the new evening programs, but they don't drive at night. It is a recognized issue and will continue to be reviewed. There is more to the decision than just start picking up people, there are budget and safety considerations, too. This issue will have to be addressed as the budget season approaches for 2020.

The growth of volunteers willing to support evening programs has been tremendous.

The board continues to request updates on the filling of volunteers on the Board of the Friends of the COA and their non-profit status.

Member Flynn shared that the attendance at the TRIAD meeting was poor. The topic was great and in the future we have to do more to promote these great TRIAD programs.

Building and grounds update – it is anticipated that the generator will be installed in late October. As of this meeting, the request for proposal has not been submitted, so the end of October may be a stretch.

In open forum, Carol shared that Tammy has received a request for Capital Improvements that are due October 1st. Tammy had arrived at the meeting and shared with the board how the Advisory Committee is requesting Capital Improvements in the fall and the financial budget will be covered in the spring. As it relates to capital improvements for the Senior Center - Tammy has been looking for easier to move tables, but has been unsuccessful. At this time, we are probably going to “table” this idea and live with the tables we have. Carol has asked Tammy to check with Facilities to see if the Center could use the same system of cleaning tables that the High School uses. Tammy will look into that and if it needs to go on the Capital budget she will put it there. The board wants Tammy to put the kitchen on the radar for the Capital Improvement budget. What are the immediate areas needing work? - replace the steam table to a working space. The working area is minimal and we are having more and more dinners being prepared at the Center. To keep food warm it was discussed to purchase cambros. A cambro is an insulated box to keep hot foods in the safety zone, above 140°F. Additionally, the board wants the Town to know that there needs to be a kitchen re-design (rework) of workspace for food preparation, workspace for washing dishes, larger freezer, storage for food, pots, pans, trays and carts for drying trays, etc.

The meeting adjourned at 10:55 A.M.

The next regular meeting will be on Monday, October 15, 2018 at 9:00 AM.

Respectfully submitted,

Carol Mattes
Carol Mattes
Secretary

CC: Hanover Council on Aging Advisory Board Members
Tammy Murray, Hanover Elder Services Director