

Lunenburg Council on Aging
Meeting Minutes
February 11, 2020

Unanimously approved by COA at
March 10, 2020 meeting.

CALL TO ORDER: 9:33 a.m.

Present: Director Susan Doherty, Chairperson Deb Lincoln, Cheryl Moisan, Diane Nowd, Jane Rabbitt, Judy Tarbell, Sarah Grant

Absent: Betty DiGiacomo, Pete Lincoln, Barbara Brown, John Pesenti, Susan O'Sullivan

GUESTS: Council on Aging Liaison to the Eagle House Supporters Marie Burchfield

ANNOUNCEMENTS: Ms. Lincoln wished a happy birthday to board members who have birthdays in February.

MINUTES APPROVAL: Ms. Rabbitt motioned to approve the minutes from the January 14, 2020 meeting, Ms. Tarbell seconded. On vote, motion carried unanimously.

CURRENT BUSINESS:

1. **New Council on Aging Board Member Orientation:** Ms. Lincoln suggested tabling the topic until more board members can be in attendance for the discussion.
2. **COA Bylaws vs. Policies & Procedures:** The board reviewed and updated a document titled "Lunenburg Council on Aging Bylaws." Ms. Lincoln suggested deducting the formal legal language from the document, as well as taking out the word bylaws, and replacing it with procedures, and the board agreed. Ms. Doherty suggested adding MART regulations regarding COA Van policies, as well as developing a building and visitation policy to address potential issues regarding patrons and their ability to take responsibility for their activities of daily living. The board agreed to delete some clauses, as well as add new language to the newly titled "Lunenburg Council on Aging Procedures." Ms. Lincoln said she would type the new document and that it would be distributed with next month's meeting agenda.
3. **Director's Report:**
 - **Building Report:** Ms. Doherty informed the board that the splits in the old section of the building that used to control only the air conditioning have been replaced by newer models that control both heat and cool air.
 - **Town of Lunenburg Senior Tax Work-Off Program:** Ms. Doherty reported that not many applications have been received by the committee, and that the last meeting was postponed due to lack of quorum.
 - **Heart to Home Meals:** Ms. Doherty reported that a new company focusing on frozen home delivered meals for senior citizens is coming to the Eagle House to give some information about their menu and ordering options.

- **Discovery Center/Empower Success Corps:** Ms. Doherty reported she's applying to become a pilot site host for this program which is designed to connect area volunteers with opportunities that match their skills.
- **Americans with Disabilities Act Meeting:** Ms. Doherty informed the board she would be attending a meeting at Town Hall regarding recent studies done on the town center and other areas to make them more accessible.
- **Memory Café Lending Library:** Ms. Doherty reported the lending library is going well, and that she is adding books for caregivers to borrow as well.
- **Upcoming Events:** Ms. Doherty summarized upcoming events at the Eagle House.

EAGLE HOUSE SUPPORTERS REPORT: The Supporters will meet on March 6, 2020

NOTICES AND COMMUNICATIONS: Ms. Doherty distributed a letter and information from the Lunenburg Historical Commission on their proposed Community Preservation by-law.

BOARD COMMENT: none

PUBLIC COMMENT none

ADJOURNMENT At 10:41 a.m. Ms. Nowd moved to adjourn the meeting, Ms. Moisan seconded. On vote, motion carried unanimously.

UPCOMING MEETING SCHEDULE

Next meeting is Tuesday, March 10, 2020 at 9:30 a.m.