

**TOWN OF SUDBURY
COUNCIL ON AGING
MINUTES OF MEETING
September 03, 2013**

WEBSITE <http://sudbury.ma.us/departments/CouncilOnAging/>

Present: Chairman: Jack Ryan

Bob Diefenbacher, Debra Galloway, Robert May, Sam Merra, Phyllis Bially, John Beeler, Barry David and Carmine Gentile

Absent: Mary-Lee Mahoney-Emerson

Meeting called to order by Chairman Jack Ryan.

Chairman Jack Ryan led the COA in a brief moment of remembrance for Mary-Lee Mahoney-Emerson who passed in August.

Quests: Chairman of the Sudbury K-8 School System Richard Robison, and Vice Chair Ellen Joachim joined with the COA in a brief review of current activities within the school system.

Several topics were discussed including:

2014 Budget

Bullying prevention and how seniors might help

Bridges Program and its Linkage issues to the Common Core Curriculum.

How do we continue the Dialogue?

Minutes: Minutes of the July 16, 2013 regular meeting were approved subject to minor typographical changes which will be made in final version.

Director's Report

1. Deb and John met with Baypath representatives again to update the Nutrition MOU to help insure continued satisfactory meals are served. Subsequently a new draft is expected for review at the October meeting of the COA.
2. Redecoration of the Senior Center by the Friends is now scheduled for September 14
4. Deb reviewed several of the recent events and continuing educational activities which occurred in recent weeks.
5. Deb continues to meet with the Director of the Sudbury Library regarding our shared interests.
6. Deb reported that Sam Merra and the Senior Center AARP representative offered assistance to Sudbury seniors with their application for their Senior Tax Exemption forms.

Chairman's report:

Deb, Sam, and John met with Selectman Liaison to the COA, Larry O'Brien to gain guidance regarding developing and presenting its plans, expanding our visibility at the Finance and other Committees, and generally expanding and upgrading our presence in town supervision.

Chairman made our major goal for September to assist Deb in creating a compelling budget package reflecting the growth in services and the need for added resources.

Chairman asked for a nominee for COA to replace Mary-Lee Mahoney-Emerson. John Beeler made a motion for the COA to accept Patricia Tabloski in nomination. Ms. Tabloski had made application in March and was reviewed in depth at that time by the COA. The Motion was seconded and after a brief discussion the Motion was passed unanimously to recommend Ms. Tabloski to the Selectman as a new member of COA.

Old Business:

COA Strategic Plan

Bob D. shared the final version of the COA Strategic Plan Created on May 11, 2013. It was reviewed by the COA and approved. This can now be shared by members of the COA with other town groups as deemed appropriate. Posting on the Senior Center Website will be considered at the September 18, 2013 meeting.

SSAI Accounting Processes

Bob Diefenbacher shared a comprehensive overview of the accounting processes within the SSAI and recommendations which have been reviewed by the Board of SSAI and agreed to. Bob D. made the following motion:

Resolved: The COA requests that SSAI form a task force consisting of an officer of SSAI, **Executive Director of the COA**, and the Treasurer of the COA(as convener) to guide SSAI in the procurement of professional licensed book keeping, accounting, and financial reporting services for the SSAI to be in effect no later that December 31, 2013. The motion was seconded. A brief discussion occurred and the COA voted to approve the motion.

Alzheimer Walk

Phyllis Bially shared details for the 2 mile walk to occur on September 29,2013. Phyllis invited all COA members to participate as available and to share the date and the activity with others.

New Business:

These topic among others were tabled until future meetings:

- Fairbanks Update
- Boston Post Cane nominee
- Senior Center and COA 2014 budget
- Support for Disabled attendees at the Senior Center
- Newsletter updating and upgrading.

Next Meeting:

The next COA meeting is scheduled for Wednesday, September 18, 2013 at 3:00pm in the Senior Center.

A vote for Adjournment was unanimous at 5:05 pm.

Submitted by:

Bob May, Secretary

Version 09.08 .2013 Attachments: Attachment One: Future Items,

ATTACHMENT 1

Possible Agenda Items for future COA meetings

UPDATED 09/02/2013

Carry Overs

<u>First discussed</u> =====	<u>Topic</u> =====
June, 2012	*Deb asked for assistance of the Board in putting together a personnel plan for future months and years ahead. This was suggested to be on the July meeting agenda as new business.
October 2, 2012	Town of Sudbury 375 th Anniversary. Active planning underway
January 08, 2013	Barry David and Sam Merra will discuss with Ron Riggert how to further ease the administrative burden of producing their routine reporting and come back to the COA at a future meeting. COMPLETED
May 4, 2013	Update the MOU with Baypath. New Version expected for review at October, 2013 meeting of COA.

Senior Center Major Projects

- *Support staff planning. See Deb request above.
- *Volunteers, Volunteers!

COA Responsibilities

- * Long Range Funding plan—Barry and Bob May

- * Other Affinity Assignments

<u>Area of Interest for COA</u>	<u>COA Member(s)</u>
Community Outreach (Use of TV)	John Beeler and Bob May
Senior Housing Advocacy	Carmine Gentile, and Barry David
Intergenerational work	Bob Diefenbacher
Senior Property Tax relief (Survey management)	Mary-Lee (Dave L. as community member)
Community Center Planning	Jack Ryan and Barry David

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