

NEEDHAM COUNCIL ON AGING
January 14, 2010
MINUTES

PRESENT: Susanne Hughes, Carol deLemos, Roma Jean Brown, Jim Dolan, Dan Goldberg, Risa Greendlinger, Andrea Rae, Colleen Schaller, Derrek Schulman, Nina Silverstein, Mary Elizabeth Weadock, Scott Brightman
Staff: Jamie Brenner Gutner, Sherry Jackson
Convener: 7:00 p.m. - Stephen Palmer Senior Center

DISCUSSION:

- I. Call To Order - 7:05 p.m. - Susanne Hughes**
S. Hughes, Chair, called the January 14, 2010 Council on Aging Board Meeting to order.

- II. Approve Minutes:**
Motion by Roma Jean Brown that the Board vote to approve the December 8, 2009 Council on Aging Board Meeting Minutes as presented.
Second by M. E. Weadock. Unanimously approved.
S. Brightman abstained.

- III. Chairperson's Report - S. Hughes**
 - A. S. Hughes deferred this portion of the meeting to L. Camberg who presented a brief update on Reaccreditation. L. Camberg stated that J. Brenner Gutner has been working on contacting potential committee members. L. Camberg stated that many of the committees have now been finalized. L. Camberg stated that she would contact each chairperson and send out orientation materials. L. Camberg also stated that she will make information from the last 2004 Accreditation available.
 - B. A. Rae reported that the Purpose Committee has met and written its report. A. Rae stated that the Purpose Committee is recommending that the current Mission Statement be looked at in the future. A. Rae stated that COA Board members and staff have forwarded their comments regarding the Mission Statement.

- C. S. Hughes asked whether the Mission Statement should be for both the Council on Aging and the Senior Center. A. Rae stated that the Purpose Committee will be submitting their recommendations for the Board to address the Mission Statement at another time to ensure that it is consistent with the departmental philosophy.
- D. S. Hughes stated that it is great that people in the community are helping us with this process.
- E. S. Hughes stated that Briarwood has made a very generous non-restrictive donation to the Friends.

IV. Executive Director - J. Brenner Gutner:

J. Brenner Gutner was asked to provide further clarification to her written comments regarding AARP practices for this coming season. She explained that they are now requesting that, when possible, two counselors be available during the preparation of tax forms.

N. Silverstein asked about building issues which continue to be disturbing. J. Brenner Gutner addressed some of the concerns explaining that Crowninshield responded to the issues related to the ramp, but that it did have to be closed for two days for safety reasons. This was particularly problematic to the lunch program and handicapped accessibility.

M.E. Weadock stated that it is important not to become complacent about the functionality of the Senior Center and that people need to be aware of the continuing issues.

M.E. Weadock asked for a copy of the Annual Report. J. Brenner Gutner will make it available.

S. Hughes addressed the NCOA conference in March. A. Rae stated that she has decided not to go. M.E. Weadock stated that there is money available, if a COA Board member is interested in attending. The Board also recommended that a staff member attend.

V. Friends of the Needham Elderly, Inc. Report - Roma Jean Brown:

R.J. Brown stated that the boutique did very well on Election Day and that next Tuesday the boutique will run again. She stated that the Friends Board discussed the need for a new van. J. Brenner Gutner will share the information she has with them. Discussion continued around the configuration of the van seating and the size. S. Hughes asked about the life of the van. J. Brenner Gutner responded that van life is not necessarily dependent on mileage. The type of usage plays a big role.

N. Silverstein stated that the Beverly Foundation would be announcing its 2010 Awards program. N. Silverstein stated that she would get more information and share it as appropriate.

VI. Committee Updates:

1. Senior Center Exploratory Committee - C. Schaller

C. Schaller explained that the Senior Center Exploratory Committee has not met since our last Board meeting. As a member of the User Group, she and Denise Garlick met with the PPBC (Permanent Public Building Committee). C. Schaller stated that a Request for Proposal (RFP) for the Feasibility Study on three site locations for a Senior Center has been issued.

C. Schaller stated that bids are due February 4th and the finalists will be interviewed after that. C. Schaller stated that a Steering Committee will be convened as necessary. The Steering Committee will allow the PPBC to gather information from experts throughout the process. C. Schaller stated that she, Denise Garlick and Steve Popper will most likely always be part of the core group. C. Schaller stated that a report will be due in June and public hearings will be held in July and August. A site selection would occur in the fall and hopefully brought to Town Meeting for a vote

in November.

C. Schaller stated that the PPBC meetings are open to the public and will meet in the Public Library. C. Schaller stated that she would try to get agendas to COA Board Members.

2. Springwell - M. E. Weadock

M. E. Weadock stated that the last meeting was the Springwell Annual Meeting, which included an update on strategic planning and which gave a good snapshot of the organization. M.E. Weadock stated that she thinks the Board orientation provided by Staff was extensive and really great.

VIII. Board Member Update:

S. Brightman asked for further information about the Formula Grant. J. Brenner Gutner responded that each aging service department applies for the funds and presents a budget to the Executive Office of Elder Affairs. Our Formula Grant is mostly used for social service funding.

S. Hughes stated that she would be interested in knowing how other towns fund their services and programs.

R. Greendlinger volunteered to be a part of a small sub-committee to gather information.

Adjourn (8:35 p.m.)

A motion was made by Dan Goldberg for the Board to adjourn the January 14, 2010 Council on Aging Board Meeting. It was seconded by Derrek Schulman and unanimously approved.