

**NEEDHAM COUNCIL ON AGING**  
**February 10, 2011**  
**MINUTES**

**PRESENT:** Susanne Hughes, Carol deLemos, Colleen Schaller, Andrea Rae, Eilene Kleiman, Dan Goldberg, Risa Greendlinger, Roma Jean Brown  
**NOT PRESENT:** James Dolan, Mary Elizabeth Weadock, Scott Brightman  
**STAFF:** Jamie Brenner Gutner, Sherry Jackson  
**CONVENE:** 7:00 p.m. - Stephen Palmer Senior Center

**DISCUSSION:**

- I. **Call To Order - 7::00 p.m.** - Susanne Hughes  
Susanne Hughes, Chair, called the February 10, 2011 Council on Aging Board Meeting to order.
  
- II. **Approve Minutes:**  
Motion by Colleen Schaller that the Board vote to approve the December 7, 2010 Council on Aging Board Meeting Minutes as submitted.  
Seconded by Roma Jean Brown. Unanimously approved.
  
- III. **Chairperson's Report - S. Hughes**
  - A. S. Hughes introduced Eilene Kleiman to the Board. Ms. Kleiman has lived in Needham for many years and has worked in the elder service field and expressed her willingness to serve on the COA Board.
  - B. S. Hughes reported on the Finance Committee meeting she and J. Brenner Gutner attended on January 26, 2011. S. Hughes reported that Rick Lunetta did an excellent job on presenting the COA portion of the budget. J. Brenner Gutner referenced the information that she prepared for the Finance Committee report which indicates that programs, services, and operational cost outside of town funds total over \$500,000.
  - C. S. Hughes reported briefly on the Permanent Public Building Committee meeting that she, J. Brenner Gutner and C. Schaller attended on February 7, 2011. S. Hughes reported that five architectural firms were selected as the final candidates; interviews will take

place Monday, February 14. A general discussion ensued on potential architectural candidates. S. Hughes encouraged the COA Board to attend as many PPBC meeting as possible.

**IV. Executive Director - J. Brenner Gutner**

A. Rae thanked J. Brenner Gutner for excellent work on the Board Report. J. Brenner Gutner referenced the information on the MetroWest Community Health Care Foundation report, noting that as the report states, the MetroWest area is on the verge of unprecedented growth in its older adult population. J. Brenner Gutner encouraged the COA Board to view the full report at [www.mchcf.org](http://www.mchcf.org).

J. Brenner Gutner stated that she would like to invite Joan DeFinis, our new Outreach Worker, to a COA Board meeting in the future. J. Brenner Gutner stated that Joan has had experience in the elder service field and has already become a contributing member of the department's team.

**V. Friends of the Needham Elderly, Inc. Report - R. J. Brown**

R. J. Brown reported on the Trips Program. R. J. Brown also reported that fundraising for the van has begun and that contributions have been and will continue to be accepted. She noted that J. Brenner Gutner has assisted with grant writing towards the purchase of new van.

Colleen Schaller gave an update on the meeting held by the Friends regarding fundraising towards a new Senior Center. The Friends are in the process of determining a strategy for moving forward.

**VI. Committee Updates**

**1. Visibility Committee - A. Rae**

R. Greendlinger stated that she would be interested in serving on the Visibility Committee. S. Hughes noted that the Visibility Committee will be important as the formation of a new Center unfolds.

**2. Springwell - M. E. Weadock**

S. Hughes reported that money was donated to Springwell to be used to offer financial assistance to older adults, during this difficult economic climate, in Needham, Waltham, and Weston.

**VII. Board Member Updates**

**There were no Member Updates**

**D. Goldberg made a motion to adjourn the February 10, 2011 COA Board meeting. The motion was seconded by A. Rae. The motion carried. The meeting adjourned at 8:06 p.m.**