

NEEDHAM COUNCIL ON AGING
April 14, 2011
MINUTES

PRESENT: Susanne Hughes, Carol deLemos, Colleen Schaller, Mary Elizabeth Weadock, Dan Goldberg, Risa Greendlinger, Roma Jean Brown, Eilene Kleiman, Lianne Relich

NOT PRESENT: Andrea Rae, Scott Brightman, James Dolan

STAFF: Jamie Brenner Gutner, Sherry Jackson, LaTanya Steele

GUEST: Steve Popper, Deb Robinson

CONVENE: 7:00 p.m. - Stephen Palmer Senior Center

DISCUSSION:

I. Call To Order - 7::00 p.m. - C. deLemos
Carol deLemos, Vice-Chair, called the April 14, 2011 Council on Aging Board Meeting to order.

II. Approve Minutes:
Motion by Colleen Schaller that the Board vote to approve the March 17, 2011 Council on Aging Board Meeting Minutes as submitted.
Seconded by Dan Goldberg. The motion carried: 8 affirmative, 1 abstention.

III. Chairperson's Report - S. Hughes
S. Hughes introduced Lianne Relich, new COA Board member. Ms. Relich shared that she has lived in Needham for 40 years, and is honored to serve on the COA Board. Ms. Relich stated that she had worked for the America Red Cross for many years, and most recently, has served on the Senior Center Exploratory Committee. The COA Board collectively shared their relative experiences with her.

S. Hughes stated that James Dolan has resigned his position on the COA Board. S. Hughes noted that the Vice Chair of the Board of Selectmen works with the COA Board to select and appoint new Board members. S. Hughes also stated that a resident recently expressed that she had an interest in serving on the COA Board. S. Hughes will contact the Board of Selectmen regarding the vacancy.

IV. Executive Director - J. Brenner Gutner

The COA Board expressed their appreciation for receiving the Executive Director report and minutes electronically. General consensus among the Board was to continue with this practice going forward.

J. Brenner Gutner introduced Deb Robinson, of Bargmann, Hendrie + Archetype, Inc.

J. Brenner Gutner expressed that Deb, along with her colleagues are great to work with.

Deb Robinson presented a schedule on milestone dates for the process. Her presentation also included a review of the updated schematic design for a new Senior Center building. This is a work in progress. Deb Robinson pointed out site issues, information on the building design, and presented data regarding parking. A detailed review of interior space including administrative suites and programming space was presented.

C. Schaller expressed concerns for windows in the multipurpose room, noting that much light is needed in this space. Discussion continued on square footage of the multipurpose room, elevator size, and lighting for the art room, closets, coatrooms, storage, and many other proposed spaces. Board members expressed a desire for handrails along long corridors, the need for casual seating areas, green space, parking, signage and exterior landscaping.

J. Brenner Gutner encouraged the COA Board to send her an email with any questions, or ideas and she will share them with the Architects.

A general discussion ensued regarding parking. Deb Robinson noted that the traffic and parking report will be helpful and is being worked on.

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

R. J. Brown reported the Friends' Annual Meeting would be in July. R. J. Brown also reported that the website is up and running and that this year's fundraiser will include selling Sees Chocolate.

VI. Committee Updates

1. Visibility Committee - A. Rae

She will be working with others on issues related to this Committee as we move forward the Senior Center Project.

2. Springwell - M. E. Weadock

M. E. Weadock expressed concerns on the State Budget cuts and discussed the potential need for people to be in touch with their State Representative.

Discussion veered toward the work of the accreditation process. R. Greendlinger asked about next steps. J. Brenner Gutner responded that she has tried to contact the person assigned to us for our Site Review. This person is not available to talk to until the first or second week in May. S. Hughes noted that after the work on the accreditation, the Board would begin its discussion on strategic planning.

VII. Board Member Updates

- 1. C. Schaller - Elected to Town Meeting**
- 2. S. Hughes - New grand baby.**

R. J. Brown made a motion to adjourn the April 14, 2011 COA Board meeting. The motion was seconded by C. Schaller. The motion carried. The meeting adjourned at 8:35 p.m.