

NEEDHAM COUNCIL ON AGING
June 13, 2013
MINUTES

PRESENT: Carol deLemos, Colleen Schaller,
Susanne Hughes, Phyllis Fanger,
Dan Goldberg, Andrea Rae, Lianne Relich,
Mary Elizabeth Weadock
NOT PRESENT: Scott Brightman, Ed Cosgrove,
Roma Jean Brown, Eilene Kleiman
STAFF: Jamie Brenner Gutner
CONVENE: 6:15 p.m. - Stephen Palmer Senior Center

DISCUSSION:

- I. Call To Order - 6:15 p.m. - Carol deLemos and C. Schaller Co-Chairs**
Carol deLemos, Co-Chair, called the June 13, 2013 Council on Aging Board Meeting to order.
- II. Approve Minutes:**
A motion was made that the Board vote to approve the May 9, 2013 Council on Aging Board Meeting Minutes as amended. The motion was seconded.
The motion carried. Unanimous vote
- III. Chairperson's Report - C. deLemos & C. Schaller**
C. deLemos spoke briefly about the item related to the Council on Aging Trust Fund. A brief discussion ensued.
- IV. Executive Director - J. Brenner Gutner**
COA Board members expressed their appreciation for the informative Executive Director's Report. A. Rae expressed that the case vignette was very interesting. A brief discussion ensued on the SHINE Report as well as the emergency room procedure relative to observation vs. admittance.
- J. Brenner Gutner reported briefly on staff performance during the interim administrative transition. J. Brenner Gutner added that she has been working on job descriptions related to the potential structure of the department which involves discussion and approval with and from the Personnel Board. J. Brenner Gutner explained that it will be recommended that the administration piece of

Associate Director be changed to Assistant Executive Director. This position will be posted.

J. Brenner Gutner noted that during the interim administrative transition everything is getting done.

J. Brenner Gutner noted that LaTanya Steele applied for the Certificate in Local Government Leadership and Management program offered by the Massachusetts Municipal Association (MMA) and Suffolk University and was chosen to participate in this graduate level academic program after a very competitive process. She will begin attending classes starting in September.

V. Friends of the Needham Elderly (FONE), Inc. Report - J. Brenner Gutner

J. Brenner Gutner reported that she attended the FONE's last meeting. J. Brenner Gutner added that FONE's annual social is coming up and that they FONE are looking forward to our move to the new Senior Center.

VI. Springwell Report - Mary Elizabeth Weadock

M. E. Weadock reported that Springwell is doing well under the interim director, Ruth Beckerman-Rodau.

VII. Committee Reports

Senior Center Update - C. Schaller and J. Brenner Gutner

C. Schaller spoke briefly about construction of the new site relative to flooring and the sprinkler system as well as other items. C. Schaller noted that the new center is scheduled to open in October. A general discussion ensued on bring COA Board into the building for a tour.

Action Plan Sub-Committee - E. Kleiman, L. Relich
No Report

Event Committee - M.E. Weadock, L. Relich

L. Relich accepted the position as Co-chair of the Event Committee.

Senior Center Handbook Committee - A. Rae, C. deLemos, E. Kleiman, E. Cosgrove

No Report.

VIII. Board Member Update

A. Rae shared with the Board her appreciation of how well the Commonwealth is able to care for seniors during weather related emergencies. While in North Carolina during severe weather A. Rae was disappointed to learn that information regarding senior services is spread among various agencies. This makes access difficult.

A. Rae made a motion to adjourn the June 13, 2013 COA Board meeting. Lianne Relich seconded the motion. The motion carried. Unanimous Vote. The meeting adjourned at 7:01 p.m.