

## Billerica Council on Aging Board Meeting Minutes January 9, 2019

The meeting was called to order by Barbara Flaherty at 9:34,

Members in attendance were Barbara Flaherty, Joan Di Orio, Mary Riley, Grace Guillotti, Ray Ellis, John Pelligino and Barbara Wittenhagen as well as Jean Bushnell and George Simolaris.

The Pledge of Allegiance was followed by a moment of silence.

The minutes from the last meeting were accepted. The motion to accept was made by Barbara and seconded by Mary.

Jean Bushnell provided a review of the past two months in her director's report.

Highlights from the past months included the Cabot lunch where the capacity of the event was doubled and the Christmas Day dinner. Due to the generosity of Union 470, all home bound seniors were given a gift card of \$25. Dementia Friendly Billerica had another event in December. Sixteen community members and 60 educators attended the event at Stellios.

They are relooking at staffing the position of activity director/volunteer coordinator as to whether it should be two positions.

May 1th has been set as the date of the Sweetheart Dinner Dance and May 3<sup>rd</sup> is the Senior of the Year event.

The 45 day update included the tree lighting dinned, the Lahey food program and a possible continuation and a review of the Panera program.

### Transportation Policy

David Gagliardi presented the new transportation policy. The guidelines prior to this document's development were not written down. This document provides clarity and will be given to all people using the service. Discussion ensued related to policies regarding transportation of those with cognitive impairments who will be transported if they have a companion with them. The outreach program will meet with each individual before transportation begins to ensure that emergency information is filled out and policies are understood such as the limit of three reusable shopping bags, policies regarding wheelchair transportation, clarification of pick up policies and a home visit every two years by Outreach staff. A motion to accept the policy was made by Joan and seconded by Ray.

The COA subcommittees were reviewed and the following people will be taking on the leadership roles:

Building- Mary Riley

Staffing-- Barbara Wittenhagen

Marketing- Joan DiOrio

Finance- Barbara Flaherty

It is hoped that each committee will meet during the next month.

#### Building Subcommittee

As reported by Mary Riley, the building subgroup has begun meeting, They are exploring information with other councils from Dracut and Tewksbury, Burlington and Chelmsford. They are reviewing information about the Vining School reuse. Jean mentioned that the Recreation Department is also interested in this building and spoke about the desirability of a mixed use building with health services, recreation and the COA sharing space and possibly the addition of adult day care. No decisions have been made yet on the reuse of the building. It is important we express our interest.

A motion to adjourn the meeting was made by Mary and seconded by Joan.

The meeting was adjourned at 10:40.