

**BILLERICA COUNCIL ON AGING (BCOA)
BOARD MEETING MINUTES**

WEDNESDAY, MAY 9, 2018

BOARD MEMBERS PRESENT/EXCUSED

Barbara Flaherty, Chair
Joan DiOrio, 1st Vice-Chair
Mary Riley, 2nd Vice-Chair
Lucille MacKinnon, Secretary
Dorothy Grossman
Grace Gullotti,
Marilyn Keating

ALTERNATE MEMBERS PRESENT/EXCUSED

Joseph Duggan, **Excused**
John Pellegrino
Stephen Strykowski

SELECTMEN PRESENT/EXCUSED

Kim Conway, **Excused**
George Simolaris, **Excused**

Called to Order:

- The meeting was called to order at 9:30 a.m. by Chair Barbara Flaherty.
- A moment of silence was observed.

Review of the Minutes of the Last Meeting:

The minutes for the previous meeting were discussed.

Motion Pertaining to the Minutes for the April 25, 2018 Meeting:

Dorothy Grossman made a motion to accept the minutes, seconded by LucilleMacKinnon, the minutes were approved unanimously.

Directors Quick Update

Director Jean Bushnell provided a quick update on several items.

Increase In Class Fees For Certain Exercise Programs

Jean reviewed the array and type of exercise and activity programs held at the BCOA. Some of these classes are very beneficial for health and the desire is to continue to offer them at no cost. As a number of our programs are not fully covering their costs and do not have any alternative funding, there is a need to close the gap between cost and revenue. The request is to increase the current \$3.00 per class fee for this subset of programs to \$4.00 per class.

Core Exercise Programs

These include Cardio-Boost, Tai-Chi, Zumba, Exercise and Reiki Treatments. With the exception of Exercise, these programs are all offered at no charge to our patrons. In the past 5-6 years, the costs to run them have been covered by grants from Lahey Health and most recently 2016-2017 Community Fund Grant. That funding has now ended. For FY2019, there is Town funding to fund two of these programs (Reiki and TaiChi) but a gap in funding Zumba and Cardio-Boost. Jean is considering other options that would allow the BCOA to continue to offer these programs at no charge. The Exercise program, which is offered twice each week and is among our most popular classes currently costs \$3.00 per class and will remain at that rate for FY2019.

Special Exercise Programs

These include Line Dancing, Tap Dancing and Yoga. These are all currently fee based programs which cost \$3.00 per class. While these programs may be less beneficial from an overall exercise perspective, they do have benefits and

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Line Dance, which is offered twice a week, is particularly popular. In order to continue to fund the full array of programs offered, Jean would like to increase the cost of each of these class from \$3.00 to \$4.00. The \$3.00 fee has been in place for at least six years. This increase will help to support programs such as Tap Dancing and Yoga which have not built up a large interest and are currently running at a deficit.

Fun and Socialization Programs

These include Computer Classes, Ceramics, Card Making and Watercolor Paint classes. These have a variety of fees and funding and no changes are planned to the current fee structure.

The Board discussed the recommendation to increase the fee on the three Special Exercise programs, Line Dancing, Tap Dancing and Yoga, from \$3.00 to \$4.00 per class.

Motion to Increase Fees for Certain Exercise Programs

Lucille MacKinnon made a motion to raise the fees for the Line Dancing, Tap Dancing and Yoga programs from \$3.00 per class to \$4.00 per class, seconded by Mary Riley, approved unanimously.

Board Topics

Strategic Planning Review

The focus of this meeting was to review and discuss four (4) of the eight (8) goals that have been developed from the Strategic Planning process. Board Chair Barbara Flaherty and Director Jean Bushnell reviewed each of the four (4) goals and their supporting activities with the Board for their input as part of the process of compiling a final report. The Board discussed in detail the activities portion of the goals. The results of this discussion will be incorporated into the Strategic Planning documentation that is under development.

- Goal 3: Advance safe, effective and accessible transportation programs for Billerica's seniors.
- Goal 4: Increase the cumulative revenue of the organization by at least 20% over the next five years.
- Goal 7: Promote and implement health and wellness initiatives to encourage healthy aging.
- Goal 8: Employ, train and maintain appropriate staff and volunteer resources to effectively serve Billerica's senior population.

Board Term Expirations as of June 2018

There are a number of Board Members and Alternates whose terms are expiring in June.

Board Members:

Joan DiOrio
Dorothy Grossman
Marilyn Keating
Lucille MacKinnon
Mary Riley

Alternate Members:

Joe Duggan
Stephen Strykowski

Anyone who is interested in remaining on the Board must submit their application to the Board of Selectmen's office by Monday, May 14. Two Members and one Alternate have already indicated that they will not be submitting an application to renew: Lucille MacKinnon, Marilyn Keating and Joe Duggan.

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Next Meeting Date: June 14, 2018

Adjournment/Closing:

Motion made by Joan DiOrio, seconded by Lucille MacKinnon, approved unanimously at 10:34 a.m.

A handwritten signature in cursive script that reads "Lucille MacKinnon".

Respectfully Submitted, Lucille MacKinnon
Secretary