

## **Billerica Council on Aging Board Meeting Minutes February 20, 2019**

The meeting was called to order by Barbara Flaherty

Members in attendance were Barbara Flaherty, Joan Di Orio, Mary Riley, Grace Guillotti, Dorothy Grossman, Sandy Schiavo, Ray Ellis, John Pelligino, Ed Giroux and Barbara Wittenhagen as well as Jean Bushnell .

There was no Pledge of Allegiance recited as there was no flag in the room

### **Minutes**

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

### **Directors 30 day Report**

Jean Bushnell provided a review of the past month in her director's report. This included a snapshot of the population statistics and research on the need for an LSW.

### **Friends of BCOA Funding**

A discussion took place of the need for the Board to support and enhance the work of the Friends of the COA. A rescheduled subcommittee meeting to discuss this is taking place within the next month.

### **Volunteer Documentation and Ethics Training**

Bill Neeb made a presentation of the volunteer documentation which all members need to complete. This was followed by an update by Pat Zapert of the need for all members to complete the ethics Conflict of Interest training and submit their information to Pat no later than March 11<sup>th</sup>.

### **Strategic Plan Updates**

The only committee that met was Human Services. They are waiting to have a meeting with John Curran.

### **Transportation Policy**

The transportation policy had a minor change in it. Some discussion ensued but the decision was made to keep this change in. A motion to accept the changes was made by Mary and second by Ray. A vote was taken to accept the change and passed.

### **Vote on New Meeting Time**

A discussion took place led by Barbara Flaherty to change the time of the meetings going forward to 6pm so that working seniors could serve on the board. Transportation needs to be provided to board members that do not drive at night. A motion was made by Barbara W the motion was seconded by Mary. A vote was taken and the motion passed.

The next meeting is March 27<sup>th</sup>.

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