



## **FREETOWN COUNCIL ON AGING**

**Multi-Purpose Senior Center**

**227 Chace Road**

**East Freetown, MA 02717**

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**COA Board Meeting November 04, 2013**

**The Meeting was called to order by Charles Gray at 10:35 AM**

**Present: Charles Gray, Mary Baumgartner, Marion Rylands, Robert Martel and Director Barbara Lafleur. Absent were Edward Medeiros, Jeannette Tisdelle,**

**Motion was made and seconded to accept the minutes of the October 07, 2013 board meeting, motion passed.**

### **Old Business:**

**Kitchen repair:** Painting is complete. Repairs to the floor and ceiling are ongoing.

**Newsletter Ads:** Discussion ongoing for paid ads.

**Bylaws for COA Board:** Discussion on preparing Policies and Procedures for the COA. Motion was made, seconded and adopted to form a committee for this purpose. The selection of a committee was tabled until our next meeting when all members are present. Marion Rylands and Mary Baumgartner would like to be on the committee.

**Petty Cash:** \$100.00 Director will be contacting the town accountant this week.

**Construction of New Closet:** Awaiting contractor to provide start date.

**Office Renovations:** Director Office, Senior clerk and computer room has returned to prior positions with some improvements.

### **New Business:**

**New Board Member Recommendation:** Discussion tabled until the full board is present.

Marion Rylands, Jeannette Tisdelle and Mary Baumgartner attended a training conference at the Westport COA on Friday November 1<sup>st</sup> at 1PM. Board Member Guide, Policies and Procedure Guide and other hand outs were provided to Director to make copies for all board members.

**Thanksgiving Meals:** Director reported on the delivery of the Thanksgiving meals program though the Veterans Transition House. Barbara Lafleur and Anita Howland will again be delivering to our Freetown seniors on Thanksgiving Day.

**Representative Christmas Party:** Director discussed the Christmas party provided by our Town Representatives. Freetown COA takes the lead on preparation. Party is held at Freetown VFW. Lisa Pacheco has the placements for the children to color. Director will contact the Oaks and Tuesday Club for volunteer help in setting up.

**Programs:**

Discussion to have a Pharmacist come to the COA for the purpose of educating our seniors with their medications. Board members present felt that it would be beneficial.

Question by Robert Martell on Meals on Wheels. Director explained how Meals on Wheels works through Bristol Elder Services.

**Suggestions:**

Director suggested that we donate the piano to the VFW if they would like it. Board members present were in agreement.

Discussion on having Clarence Dearden play Santa to allow local children to come and have their photos taken with Santa. Suggestion that the family bring their cameras to take a photo, along with a \$2.00 donation and a canned good for the COA food pantry. Details to be worked out. Question if this type of event would be considered fundraising?

Discussion to include the Full Time Employee equivalent pay of the volunteers when calculating the next budget. Possibly to be a line item on our budget sheet.

Clarence Dearden addressed the board to let us know he will be talking with the Board of Selectman about replacing the large heavy tables at the COA with lighter tables.

There being no further business a motion was made and seconded to adjourn.  
Motion passed.

**Next meeting Monday, December 2, 2013 @ 10:30 AM**

**Respectfully submitted,**



**Mary Baumgartner  
COA Board Secretary**