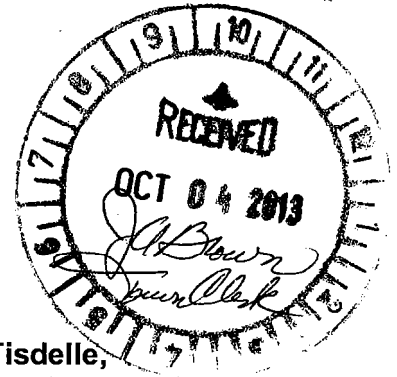




FREETOWN COUNCIL ON AGING
Multi-Purpose Senior Center
227 Chace Road
East Freetown, MA 02717
TEL: 763-9557
FAX: 763-9084

COPY



COA Board Meeting August 05, 2013

The Meeting was called to order by Charles Gray at 10:30 AM

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

Motion was made and seconded to accept the minutes of the July 8, 2013 board meeting, motion passed.

Old Business:

COA building use policy was discussed. Motion was made and seconded for Director Barbara Lafleur to write the policy. Motion passed. 24 hours notice to be given by all parties requesting use of the COA building. In the case of an emergency a phone call to the director to let her know the building is needed.

Discussion of podiatrist use of the COA: Board member requested that we get a copy of her Massachusetts certificate/license. Also, it was felt that the \$20.00 donation to the COA was not sufficient for the use of the building all day. Director will request a copy of the certificate/license and discuss an increase in her donation.

Office renovations were discussed. Date will be set to move the director and senior clerk into the large room when help is available to move the furniture, hopefully prior to September 1st.

Discussed the quotes received to create a closet so that the supply room can be moved downstairs. Motion made and seconded to accept Andrew Gomes bid at \$1570.00. Motion passed. A letter will send to the Town Administrator and Selectmen for approval to move forward.

Kitchen repair discussion: Director will move forward and contact town custodian to determine best remedy per Town Administrator letter to the COA board.

Pool table repair discussion: Motion was made and seconded to have the pool table repaired by George Young for \$325.00. Motion passed.

Newsletter ads were tabled pending further information.

New Business:

Petty cash discussion: Motion was made and seconded to send a letter to the Town Accountant requesting getting as many vendors as possible on a "bill to the town system" with the possibility of a small amount of petty cash so that volunteers and employees will not have to spend and wait for reimbursement of personal funds. Motion passed. A letter will be sent to the Town Accountant.

Building repair was discussed concerning the crack in the ceiling in the large office. The director will contact the building inspector. Driveway repair was discussed concerning pooling of water in back of the building. The director will speak with the highway department.

A letter will be sent to the selectmen's office requesting a copy of all approved Selectmen Board meeting minutes be forwarded to the COA Director.

Forming a Friends of Freetown COA as a fund raising arm was discussed and it was determined not to move forward at this time.

Suggestions:

COA board members were asked to provide phone numbers and email addresses to all members of the board so that contact can be made other than through the director or senior clerk. A sheet was passed around and those agreeable signed the sheet and copies were given to each board member listed.

A discussion concerning better organization of the downstairs room using book shelves' etc. took place. The board will move forward with getting book shelves.

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

Next meeting Monday, September 9, 2013 @ 10:30 AM

Respectfully submitted,

A handwritten signature in cursive script, appearing to read "Mary Baumgartner".

**Mary Baumgartner
COA Board Secretary**