

Holland Council on Aging Meeting

Holland Community Center
40 Brimfield Road
Holland, Massachusetts

Minutes of Meeting – November 14, 2017

Meeting called to order at 10:27 by Kelli Robbins, *Member*.

Board members in attendance: Sue Sanders, *Treasurer*; Cindi Harris, *Member*; John Senseman, *Member*; Kelli Robbins, *Member*.

Absent: Chris Haller, *Chairperson*, Tina Rootes-Hunter, *Vice Chairperson*; Linda Racine, *Secretary*; Fran Gallo, *Alternate Member*.

Other: Allan Percy, *Outreach Worker*; Brenda Palmer, *Center Director*; Ginger Buteau, *SAFE Educator*.

Secretary's Report

Motion to waive the reading of the minutes by Sue Sanders.

Second by John Senseman.

Motion passed.

Motion to approve the meeting minutes by Sue Sanders.

Second by Kelli Robbins.

Motion passed.

Treasurer's Report

Motion to approve the report by Cindi Harris.

Second by John Senseman.

Motion passed.

Outreach Report

Motion to approve the report by Cindi Harris.

Second by Sue Sanders.

Motion passed.

Outreach report filed.

Director's Report for October will be submitted next month.

Senior Drug Drop-off on Nov. 28th went well according to Brenda.

Old Business

Ginger Buteau discussed the Senior SAFE program and advised that they want to do classes at the Center again. The Seniors who sign up will receive installation of and education about the free smoke detectors.

New Business

Director's Requests

Brenda Palmer submitted the following requests:

Motion to approve up to \$250 for the new Kitchen Manager, Jen Mott, to attend Food SAFE training by John Senseman; **Second by** Sue Sanders; **Motion passed.**

Motion to approve \$50 to reimburse Brenda for Thanksgiving plates and napkins by Cindi Harris; **Second by** Sue Sanders; **Motion passed.**

Motion by Cindi Harris to approve up to \$100 to reimburse Brenda for Christmas plates if not paid for by another source; Second by John Senseman; **Motion passed.**

Brenda reviewed the Duane Carlson program. It was very successful and he will be invited back to do another program.

Motion to table the Budget FY 19 – Budget & Goals item of New Business to next month's meeting by Cindi Harris; **Second by** John Senseman; **Motion passed.**

Cindi Harris discussed a new Shelter in Southbridge.

John Senseman and Sue Sanders left the meeting at 11:18 am.

Motion by Kelli Robbins to table the following agenda items to the December meeting: AED, Senior Housing update, and Transportation. **Second by** Cindi Harris. **Motion passed.**

Motion to dissolve the meeting by Kelli Robbins. Second by Cindi Harris.
Motion passed. Meeting dissolved at 11:28 am by agreement of remaining members.

Next COA Meeting Tuesday, December 12, 2017 at 10:15 am at the **Holland Community Center.**