

Holland Council on Aging

Holland Community/Senior Center
40 Brimfield Road
Holland, Massachusetts

Minutes of Meeting - February 14, 2017

Meeting called to order at 10:15 by Tina Rootes-Hunter, *Vice Chairperson*.

Board members in attendance: Tina Rootes-Hunter, *Vice Chairperson*; Linda Racine, *Secretary*; Sue Sanders, *Treasurer*; Jack Reed, *Member*; John Senseman, *Member*.

Other: Paula Bak, *Community Center Coordinator*; Deb Tierney, *Outreach Worker*.

Absent: Chris Haller, *Chairperson*; Cindi Harris, *Member*; Fran Gallo, *Alternate Member*.

Secretary's Report

Meeting minutes were discussed.

Motion by Sue Sanders to approve the meeting minutes.

Second by Jack Reed.

Motion passed.

Treasurer's Report

Discussion of accounts by Sue Sanders and Paula Bak. They will meet with Linda Blodgett to go over the journal entries needed to align the two accountings.

Treasurer's report filed for audit.

Outreach Report

Discussion of the Butterworth Fund. One person received funds due to a donation, but there are additional people seeking assistance. Deb Tierney will request additional funding from the town.

Discussion of the survey process. There were responses to only 10% of the surveys. Most people contacted by phone refused to respond.

Report Filed.

Coordinator's Report

Request by Paula Bak for \$200.00 to have John Adams perform at a March luncheon.

Motion by Tina Rootes-Hunter for \$200.00 for John Adams.

Second by John Senseman.

Motion passed.

Request by Paula Bak for \$230.00 to purchase Microsoft Office for another laptop. Paula will research the cost of multiple licenses so Sue Sanders could also have a copy for her Treasurer Reports.

Motion by Sue Sanders for up to \$230.00 for Microsoft Office.

Second by Tina Rootes-Hunter.

Motion passed.

Old Business

The Senior Van was discussed. Deb Tierney and Chris Haller met with Eva from the Brimfield Senior Center to learn more about obtaining and operating a van. They received some leads on purchasing a van and pricing. A new van with 12 seats and room for two wheelchairs will cost \$50,000 to \$60,000. Linda Racine attended the Elderbus meeting and learned that background checks (CORI and drug tests) will be required for all volunteer drivers. A dispatcher will also need to be added to the payroll for up to 19 hours a week.

The Senior Housing Committee is working with Chris Dumphy of the Pioneer Valley Planning Commission. Chris Dumphy will apply for a grant to fund a \$50,000 feasibility study. Data from the senior survey will be needed for the study so the responses we have now will be averaged to represent the whole town. Chris McCooe will compile the data.

The Annual Report was completed and submitted.

Paula Bak and Tina Rootes-Hunter attended the Budget Meeting. COA is requesting the a new Senior Van be added to the fleet of town vehicles. A warrant needs to be written by March 15 to be included in the Town Meeting. Another meeting will be held on March 1st to discuss details of insurance, costs, maintenance, etc.

The Senior Citizen Property Tax Work-Off was discussed. The selectmen have already increased the work off rate to \$11.00 an hour, but did not change the maximum work-off amount of \$1000.00. A warrant will be submitted to increase the maximum amount to \$1200.00.

New Business

Discussion of the Center closing policy for both daytime and evening programs due to inclement weather. Paula or Brenda will look into posting the closing on local TV stations .

Liability waivers for exercise classes were discussed. Paula will get information from Eva in Brimfield as they are using waivers now.

Hanover Theater will be presenting a silent movie with organ accompaniment on May 21st at 3 pm. Chris Haller has obtained free tickets to this event.

Motion to adjourn Sue Sanders.

Second by Linda Racine.

Motion passed. Meeting adjourned at 11:45 am by Tina Rootes-Hunter, Vice *Chairperson*.

Next COA Meeting Tuesday, March 14, 2017 at 10:15 am.