

## **Holland Council on Aging Meeting**

Holland Community Center  
40 Brimfield Road  
Holland, Massachusetts

Minutes of Meeting – December 12, 2017

Meeting called to order at 10:20 by Christine Haller, *Chairperson*.

Board members in attendance: Christine Haller, *Chairperson*; Tina Rootes-Hunter, *Vice Chairperson*; Sue Sanders, *Treasurer*; Cindi Harris, *Member*; John Senseman, *Member*; Kelli Robbins, *Member*.

Absent: Linda Racine, *Secretary*; Fran Gallo, *Alternate Member*.

Other: Allan Percy, *Outreach Worker*; Brenda Palmer, *Center Director*.

### **Secretary's Report**

**Motion to waive the reading of the minutes** by Kelli Robbins.

**Second** by John Senseman.

**Motion passed.**

**Motion to approve the meeting minutes (as amended)** by Kelli Robbins.

**Second** by John Senseman.

**Motion passed.**

### **Treasurer's Report**

**Motion to approve the report** by Tina Rootes-Hunter.

**Second** by Kelli Robbins.

**Motion passed.**

### **Outreach Report**

**Motion to approve the report** by Cindi Harris.

**Second** by Tina Rootes-Hunter.

**Motion passed.**

***Outreach report filed.***

### **Director/Coordinator's Report**

**Motion to approve the report** by Kelli Robbins.

**Second** by Sue Sanders.

**Motion passed.**

### **Old Business**

#### **Budget FY 19**

Chris Haller discussed what COA members need to review for the Fiscal Year 2019 budget. This will be discussed at the January meeting.

**AED – Automated External Defibrillator**

Expense for this was previously approved. Center Director will order the machine.

**Senior Housing and Transportation– update**

It was reported by Chris Haller that Opacum Trust is working on the Senior Housing. Also, a questionnaire regarding Senior Housing and Transportation will be included with the Town Census. **Motion** by Chris Haller to approve \$75 to print the questionnaire as worded. The printer will see that it will fit into the mailing without extra cost. **Second by** Sue Sanders. **Motion passed.**

**New Business****Center Director's Requests**

Brenda presented the following requests:

A representative from “My Senior Center” (a check-in computer system, currently in use at the Senior Centers in Brimfield, Wales, and Warren) is willing to come to the next COA meeting to give a demonstration and detailed information. Brenda will arrange this.

**Motion to approve \$400 plus delivery charge for 4 chairs with arms to try out in the dining room** by Chris Haller. **Second** by Kelli Robbins. **Motion passed.**

**Motion to approve up to \$150 to purchase a laser printer for the Community Center** by Kelli Robbins. **Second** by Tina Rootes-Hunter. **Motion passed.**

Brenda discussed a larger newsletter with the printer. It would be an extra 11 by 17 inch page and the cost would be an extra \$67 per month. **Motion** by Kelli Robbins to approve this expenditure of \$67 per month. **Second** by John Senseman. **Motion passed.**

**Motion to adjourn meeting** by Kelli Robbins. **Second** by Sue Sanders. **Motion passed.**

Meeting was adjourned by Chris Haller, Chairperson, at 12:02 pm.

**Next COA meeting Tuesday, January 9, 2018 at 10:15 am at Holland Community Center.**

