

**Council On Aging Board Meeting
Grace Gouveia Building
August 2, 2001**

Members Present: Brunetta Wolfman, Anita Berman, Patrick Manning, Gladys Johnstone,
Ray Sparks, Diane Corbo - COA Director

Members Absent: Roberta Elliott, with excuse

Friend's Present: Irma Aho, Vernon Wilson, Marge Perry

Chair opened the meeting at 2:33PM. Minutes of July meeting read, and with corrections approved as amended.

DIRECTOR'S REPORT:

- A. Director gave update regarding COA bus driver. Dennis Wojtalak has been hired and will start on Monday August 6th. Dennis obtained his CDL license to apply for the position. The position is a union position and very specific regarding job duties. Dennis will be the bus driver and a COA aide. Dennis will be trained for the SHINE Program. A. Berman asked if the Friday COA trips will begin again. Director informed the Board not at this time.
- B. Director informed the Board that an updated Bus Policies and Rules was distributed in the last newsletter. The update was based on the exit interview with prior bus driver Lee Chapman. The update was discussed and agreed on by Board members. COA Friend, M. Perry presented a list of questions that were answered in the Board's discussion. M. Perry asked if the questions and answers could be in the next newsletter. Board approved Q&A in newsletter if M. Perry prepared the written form.
- C. Director informed the Board that the ceiling work requested has not be done. G. Johnstone informed the Director and Board that she has been informed of the procedure to get work done. A work order has to be filled out first. G. Johnstone and janitor, Eddie will fill out the work order.
- D. Director informed the Board that she had received a letter of appreciation for the Social Services provided by P. Manning on Tuesdays.
- E. Director informed the Board that other Town Departments in the G. building are storing items in the 2nd floor excise room.
- F. Director asked the Board about a Board member taking the responsibility for coordinating the cushion rentals. Director asked about the events at the U.U and Town Hall. The U.U has cushioned seats. The Director will contact the person in charge of the upcoming Town Hall event, B. Docker about renting the cushions for a fee and renting them themselves at the event at Town Hall.
- G. A. Berman asked if the Friday COA trips

FRIENDS REPORT:

- A. Receiver the \$300.00 raised in cushion rentals. The sale of cookbooks at the A&P and the Fire House raised \$198.00
- B. The Friends bake sale is scheduled for the Labor Day weekend, Saturday September 1st at the Fire House.

**Motion by P. Manning to accept Report of the Friends, seconded by A. Berman,
Motion passed unanimously**

GOAL & OBJECTIVES:

Board Chair, B. Wolfman passed out a draft for all Board members to review for the September Board meeting. B. Wolfman asked Board members to think about WHAT needs to be done and HOW to do it.

OLD BUSINESS:

- A. Board discussed inviting the Town Manager and the Board of Selectmen to meet with Seniors in October.
- B. The Board will defer the outdoor lighting at the COA building to the Buildings & Grounds department as a work order for the pole light being out. The Board discussed the need for additional lighting on the north side of the building. R. Sparks will discuss with DPW Director.
- C. The Board resolved the 2nd floor bench issue.

NEW BUSINESS:

- A. A letter was received by Senator Keary regarding prescription coverage for Seniors..
- B. A letter report was received by the Cape Cod Foundation regarding their Foundation.
- C. Board Chair, B. Wolfman attended a meeting in Brewster sponsored by the Barnstable County Commissioners regarding Regional Government. The BCC is attempting to get a COA outreach person funded for every Cape COA. B. Wolfman encouraged every Board member to contact the Provincetown delegate, George Bryant regarding support for this proposal.
- D. R. Sparks received a donation of wrapping paper and decorations for the holidays. A thank you will be sent to a Michael Preolo
- E. A. Berman informed the Board that Gail Brown has offered to do a water color class again this year in the fall.
- F. A. Berman discussed the need for an additional Handicapped parking space at the G.G. building. R. Sparks to explore with the

DPW Director.

MISCELLANEOUS:

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Motion made to adjourn at 3:45pm. Unanimous.

Next meeting September 6, 2001 2:30PM

Respectfully submitted,

Patrick Manning