

**Council On Aging Board Meeting
Grace Gouveia Building
November 1, 2001**

Members Present: Brunetta Wolfman, Anita Berman, Patrick Manning, Gladys Johnstone, Roberta Elliott (Alt.),

Members Absent: Ray Sparks (phone notification)

Friend's Present: Vernon Wilson, Marge Perry, Bert Romano

Guest: Stephen Nofield, Town Clerk (unable to attend due to illness)

Chair opened the meeting at 2:30PM. Minutes of October meeting read, and with corrections approved as amended.

DIRECTOR'S REPORT: (VIA MEMO)

- A. Informed the Board that Grant Administrator, Michelle Jarusiewicz will cover the COA while outgoing and new Director on vacation.
- B. Informed the Board that Flu Vaccines at COA November 29th from 10am to 12:30pm. Flu clinic will be for Seniors and they need to sign up prior to the clinic. The VNA will provide the flu shot those Seniors who are homebound, by calling 1-800) 631-3900.
- C. Informed the Board that the COA Social Worker will provide Fuel Assistance service.
- D. **Director, Diane Corbo gave thanks and praise to the Board and gave her good-bye.**
- E. **New Director, Valerie Carrano thanked the Board for all their support and will return from vacation and begin on Monday November 26th.**

FRIENDS REPORT:

- A. The Friends had no fund-raisers this month.
- B. Cookbook sales raised \$200.00.
- C. Spent \$870.00 for an additional 1,000 COA brochures.
- D. Friends reported that an Annual Appeal letter will be sent in November and a copy will be in the January newsletter. The COA Annual Appeal is able to utilize services at Town Hall such as; printing copies, postage and labels. Board Chair informed all that the Murphy's have not responded regarding coordinating the Annual Appeal. The Board Chair requested that each Board member donate 1 or 2 hours to work on the Annual Appeal.
- E. Board member G. Johnstone discussed the possibility of selling the Cookbooks in the Banks as the COA has sold candy in the Banks. The Friends support the idea and will follow up on the suggestion.

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

OLD BUSINESS:

- A. Marge Perry, Friend volunteered to coordinate the cushion rental for Town Meeting.
- B. The Board discussed several correspondence letters from the Board:
 - 1. Follow up letter to DPW Director regarding his attendance at the previous COA Board meeting to discuss the outdoor lighting and walkways at the COA Building.
 - 2. Letter to the National Seashore to follow up on the possibility of selling the Cookbooks at the Race Point and Eastham Information Centers.
 - 3. Thank you letters for volunteer support provided for retirement party for Director; McNulty's for food, the Best Inn for the space and Rachele Peters for being on Police duty.
- C. G. Johnstone will follow up on the ROSE Award regarding the Wheelchair Guide.
- D. Board Chair requested that all Board members try to solicit a volunteer coordinator, especially for the cushion rentals.
- E. Board discussed ideas for providing In Memory recognition for Dick Snell and Irma Aho. G. Johnstone suggested a clock that may be inscribed with "Thank you for your time". A. Berman will obtain information regarding a ceramic clock and B. Wolfman will obtain information regarding a wooden clock.

NEW BUSINESS:

- A. Chair informed Board that Harwich COA was given an award for "Best Service Center for the Size of the Community Served" by The COA & Senior Center Directors at their Annual meeting.
- B. Board discussed their wish to give recognition to Diane Corbo for her many years of service to the COA. It was suggested that maybe Room 10 be named after her since she obtained the funds for the addition to the COA building. Board Chair discussed that local Historian George Bryant informed her that the COA will celebrate it's 30th anniversary in 2002 and that the Provincetown COA was the first on the Cape. Board discussed planning an anniversary celebration that would include dedication Room 10 to Diane Corbo.
- C. Board Chair informed all that she received a response from Senator Keary regarding the needs of Seniors. Senator Keary informed Chair that the Older Americans Act has not been re-authorized for several years and this could be potentially disastrous. The Legislature to date has appropriated the monies but are not mandated to do so. Board discussed the issue. Chair will write letter to

**Motion by A. Berman for Chair to write to local Legislators in support of passing the Older American Act,
seconded by G. Johnstone**

Motion passed unanimous

MISCELLANEOUS:

- A.** A. Berman reminded the Board the Business Guild will provide their annual holiday senior dinner on December 9th.
- B.** The Agenda item of Miscellaneous will be removed from future agendas since it is not listed in Robert's Rules.
- C.** A. Berman discussed that the trips in the Newsletter provide a very short timeframe for signing up for the trips. Chair referred her to the coordinator of the trips. __

Motion by G. Johnstone to adjourn at 3:20pm, seconded by A. Berman. Unanimous.

Next meeting December 6, 2001 2:30PM

**Respectfully submitted,
Patrick Manning**