

## **Foxborough Council on Aging and Human Services Board Meeting March 31, 2016**

**Present:** Director-Vicki Lowe, Chairperson-Lloyd Gibbs, Vice chairperson-Milli Greene, Wendy Haney, Bob Murphy, Janet O'Neil, Betty Travers, and HESSCO Rep.-Helen Rice

**Absent/Excused:** Ann Alibrandi, Nancy Stockwell, and Joanne Pratt

*The meeting was called to order by Lloyd Gibbs at 3pm.*

**Minutes:** The minutes from the March 3rd meeting were approved as written.

### **Director's Report:**

**Budget Report-**The budget is in great shape. Vicki has replaced the folding chairs and some tables. Now all the chairs have padded seats with a washable surface. The old chairs were originals and 18 years old. The town finance department had their fiscal audit and it was recommended that our programs account be set up as a revolving account. This is a housekeeping detail. It will now be a regular part of the warrant for town meeting.

**Office Report-**The driveway project has made slow progress. All of the Dig Safe work has been done for several weeks. The trees have been removed. We are just waiting for word from the DPW on when we will be under construction. We will be getting a new sign for out front. Vicki has spoken to Tony, from Centralized Maintenance, and he gave her the name of the vendor who did the signs for the High School and the Igo Building. We will have a similar sign, made with maintenance free materials, with a wireless connection to change announcements. From Vicki's discussions with Tony, the sign will have "Foxborough Council on Aging and Human Services" on top and "Senior Center" under the announcement board as permanent signage. There will be a sign board where we can have announcements that can be changed as needed. Vicki asked if we had any suggestions as to what should be permanently on the sign.

Cathy has been away this week so Noreen has been covering the transportation piece. There are several staff vacations coming up so we will be short staffed off and on through June. Vicki thanked Ann, Milli, Nancy and Janet for all of their help in the office. Vicki also thanked board members who helped with the 90's Party. The party was a great success. Gary Leanes did a wonderful job engaging the seniors in singing along.

The Lock Box program has been very popular. There are around twenty people who received boxes, in addition to eleven who converted over from the old key system.

**Programs Update**-Chronic Pain Self-Management has started and is at capacity. It runs for six weeks. The Walpole program is going well also. They have twelve people who have been consistently coming.

We are starting the Food for Life program on Wednesdays in April. The program starts on April 6th and has an educational component and a cooking demonstration with samples. Vicki would like more participation so if anyone knows someone who might be interested please tell them about the program. There is room for thirty people in the program and currently twenty are signed up.

The Art Classes are going well. There will be three more classes in April, and one will be another floral arranging class.

In May we will be starting an eight week Minds in Motion class. There will be fun interactive classes that will stimulate the brain. Medfield COA has done the series with wonderful results. The classes will be held mostly on Wednesdays.

**Human Services Report**-The Fuel Assistance program is winding down. However, the end date has been extended to May 13th. Transportation has been very busy. The car is being well utilized.

Pam is handling the lock box referrals. She has been introduced to some new clients and through these requests has been able to offer additional support.

**HESSCO Report:**

Our HESSCO Rep., Helen Rice, gave us her report for March. She stated that 450 runners have signed up for HESSCO's 5K Road Race on March 19th. There are four billboards advertising the race along Route 1 and there will be an add in the Lifestyle section of the Boston Globe. They have 19,000 dollars in sponsorships so far. The Board Training was an overview of home delivered meals (Meals on Wheels) and Congregate Meal Sites Satisfaction Surveys. They use the surveys to improve their programs and when applying for grant money. The Finance Committee stated that their finance projections are right on target. It is budget time at the statehouse and one of the issues the Governor is trying to address is the increase in expenses in Mass Health.

**Friends of Foxboro Seniors Report:**

No Friends report.

**OLD BUSINESS:**

Vicki is happy to report that everyone has signed the COA Privacy forms including board members, volunteer instructors, office workers and staff.

Bob Murphy mentioned that there are long lines waiting to sign in at the door especially if there is a popular program going on. Vicki reminded everyone of the importance of signing in even if people forget their card. It was suggested that someone from the office could help people scan in for large events or remind people to sign in after the

event. Vicki stated that she would talk to Elaine about coordinating volunteers. Also there was a question as to when the agenda should be posted. Vicki stated that it should be posted 48 hours before the board meeting. Vicki and Bob Cutler (town clerk) have an agreement to submit the agenda on Tuesday. This gives everyone ample time to add items to the agenda and there is no confusion in the posting time.

**NEW BUSINESS:**

Vicki stated that she is no longer on the Child Sexual Abuse Prevention Task Force. She said that the task force is looking for a replacement from the COA/HS. She asked if anyone on the board would be interested.

*The meeting was adjourned at 3:40pm. The next meeting will be on Thursday, April 28th.*

Respectfully submitted,

Wendy Haney