**Town of Boylston**

**Council on Aging**

**Meeting Minutes**

**Date of Meeting:** Wednesday, February 6, 2019

**Location:** COA Office, 221 Main Street, Boylston, MA 01505

**Time:** 6:05pm

**Members Present:** Dennis Goguen, Chairperson; Ozzie Sauer, Member; David Wheeler, Member; Laura Susanin, COA Coordinator

**Absent:** Warren Leach, Member

**Guests:** Janet Sargood, videographer

**Minutes Approval:** will postpone minutes approval until 3/6/19 meeting due to quorum requirements

**Announcements:** Senior Citizen Society having St Patrick’s Day celebration on Wed, March 13 at Worcester Tech. Transportation is available. Ozzie requests that COA newsletter provide info about legion in town.

**Old Business:** COA van has been repaired (crack in roof). COA unable to vote on new member for COA board at this time due to quorum requirements. Will postpone until next meeting. COA has received a second application for COA board opening(s). To be discussed further next COA meeting.

**New Business:** Laura attended a staff training on social media. Another training is coming up in March for performance evaluations.

**Program Updates:** Current programs reviewed. COA will be adding a new yoga class. Joint WAM program with library going well. Real estate program scheduled for this month. Art program continues to have good turnout and interest.

**Budget and Expenses:** Dennis updates on recent meeting with town Finance Committee regarding FY20 budget – asking for cost of living salary increases as well as additional monies for van (gas, repair, etc). Discussion regarding newsletter mailing options as stamps have ran out. COA will send one more mailing with stamps and will ask in newsletter for people to update with their PO Box. COA will also get PO Box list from Town Clerk to update in system. COA will change to using a permit at the fraction of the cost of stamps after next mailing.

**Next Meeting:** March 6, 2019

**Adjournment:** 6:50 PM