**Town of Boylston**

**Council on Aging**

**Meeting Minutes**

**Date of Meeting:** Wednesday, May 2, 2018

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

**Time:** 6:05pm

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

**Absent:** David Wheeler, Member; Mary Ann Whitney, Member

**Guests:** Janet Sargood, videographer

**Announcements:** The Finance Committee approved our FY19 requests – the van drivers will now have their pay covered so that the formula grant can be used for programs, etc. Warren Leach inquires as to why the COA Assistant and Van Drivers are not listed as employees in the town annual report. Senior Picnic and Memorial Day events are coming up in May and June. Trip to NYC Memorial is full.

**Current Business:** the Volunteer Appreciation Lunch is scheduled for Thursday, May 17 at 11am at the Town House and will be catered by the Boylston Deli (Dennis will look into getting plants from Bigelow’s as a thank you to volunteers). We are finishing up interviews for the COA Assistant position and are working on getting per diem drivers to cover vacations/sick days.ou

The latest newsletter is out; we have scheduled some new fitness programs – Strength, Stretch and Stamina and Zumba. Also we will be having a caregiver series at the library to educate people regarding resources in the community. The COA continues to offer Durable Medical Equipment for residents but we have a good amount of walkers/canes that can be donated elsewhere – Dennis recommends contacting the Great Brook Valley Health Center. Review of policy/procedures for van drivers – board in agreement to continue with current policies/procedues – ie van drivers can do first pickup for passengers without check-in.

Review of current budget – monies still available from Formula Grant – board in agreement to purchase scanner and tags for programs from myseniorcenter.com, pay for current exercise programs/equipment, volunteer appreciation lunch costs (up to $10/volunteer), COA trainings, and items for senior lunch (coffee, games, puzzles, etc). COA will also look in to getting lettering done on front and back of COA Van.

**Notices and Communications:** None

**Public Comment:** None

**Upcoming meeting scheduled:** Wednesday, June 6, 2018

**Adjournment:** 6:55pm