

MINUTES OF THE SOUTH HADLEY COUNCIL ON AGING MEETING  
Monday, February 8<sup>th</sup>, 2016

The meeting was called to order by Chairperson Gail Bielizna-Pafford at 4:00 p.m.

Present: Mary Billion, Gail Bielizna-Pafford, Eileen Burke, Judith Fortier, Sarah Gmeiner, Donald Lever, William Schenker.

Excused: Sheila Adams and Doris Bibeau

Absent: Carlene Hamlin

Director Joanne Trybus present.

MEETING MINUTES: A motion was made to accept the minutes of the January 11<sup>th</sup>, 2016 meeting by Eileen Burke, seconded by William Schenker and unanimously approved by the Board.

BILLS PAYABLE: A motion to approve the bills was made by Judith Fortier, seconded by Donald Lever and unanimously approved by the Board.

THE DIRECTOR'S REPORT: The front door to the senior center is not easily accessible for wheelchairs, or people needing assistance opening the doors. The front door to the Senior Center is accessible for 1998 ADA standards. Joanne mentioned that when the roof project was underway the canopy was left in place, and could not be taken down, due to historical significance. She is unsure how this historical designation would affect making the front doors up to today's ADA standards.

STANDING COMMITTEES:

Finance/Planning Committee – No meeting

Nominating Committee – No meeting

Policy Committee – No meeting

Needs Assessment Committee – Meeting held February 3<sup>rd</sup>

OLD BUSINESS:

- A. New Senior Center Needs Committee Report – Donald Lever submitted 17 pages of ideas for the new senior center. Chairperson Gail Bielizna-Pafford will contact the Town Administrator to ask what information he thinks the COA should collect and present. She will also ask what the role of the Board is in hiring a new COA Director.

- B. Stove Project Update – All permits for the project will be pulled the week of February 22<sup>nd</sup>. The kitchen will be closed as long as the project takes. A week is estimated. All activities and lunches will be held during construction. Lunches will be trucked in from WestMass ElderCare during the project.
- C. “My Senior Center” – People are liking the new system and are getting used to checking in. Some statistics were not tracking properly. It was discovered that if a date of birth is not in someone’s profile, the services will not be included in the statistics. Also, the portable scanner was defective. A new one was ordered.

NEW BUSINESS:

- A. St. Patrick’s Lunch – March 16<sup>th</sup> is the date for the St. Patrick’s lunch. Usually 275 meals are made for the day.
- B. KYT Program February 11, 2016 – Gail Bielizna-Pafford and Sarah Gmeiner will represent the COA at the event at the high school.
- C. “Those items not reasonably anticipated by the Chair, 48 hours in advance.” Nothing was brought up for discussion.

A motion to adjourn was made at 5:30 p.m. by Eileen Burke, seconded by William Schenker, and unanimously approved by the Board.

The next meeting is March 14<sup>th</sup>, 2016 at 4:00 p.m.

Respectfully submitted by Sarah Gmeiner, secretary.