

MINUTES OF THE SOUTH HADLEY COUNCIL ON AGING MEETING
Monday, April 11th, 2016

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

Present: Sheila Adams, Doris Bibeau, Gail Bielizna-Pafford, Eileen Burke, Judith Fortier, Sarah Gmeiner, Donald Lever, William Schenker.

Excused: Mary Billion and Carlene Hamlin

Director Joanne Trybus present.

MEETING MINUTES: A motion was made to accept the minutes of the March 14th, 2016 meeting by Doris Bibeau, seconded by Sheila Adams and unanimously approved by the Board.

BILLS PAYABLE: A motion to approve the bills was made by William Schenker, seconded by Sheila Adams and unanimously approved by the Board.

REMARKS FROM THE CHAIR: Chairperson Bielizna-Pafford thanked all on the Board who came to the Selectboard meeting. She read Article 15 out loud. The article asks Town Meeting members to fund a feasibility study of the Senior Center, Firehouse Museum, Town Hall and Police Station. Member Judy Fortier asked the Board if she could propose at town meeting that the article be amended to delete all buildings from the feasibility study except the Senior Center. A majority of the Board agreed she should propose the amendment.

Chairperson Bielizna-Pafford announced she is stepping down from the Board at the end of her term.

THE DIRECTOR'S REPORT: A member asked the Chair to request a copy of the building needs evaluation Joanne is submitting to Mike Sullivan. A motion to accept the director's report was made by Eileen Burke, seconded by William Schenker and unanimously approved by the Board.

SOCIAL SERVICE COORDINATOR'S REPORT: A motion to approve the Coordinators report was made by Doris Bibeau, seconded by William Schenker and unanimously approved by the Board.

ACTIVITY/VOLUNTEER COORDINATOR'S REPORT: There are three different groups tracking volunteer hours at the Senior Center, all with slightly different criteria.

The COA, RSVP, and Massachusetts Elder Affairs all track hours. A motion to approve the Coordinator's report was made by William Schenker, seconded by Judy Fortier and unanimously approved by the Board.

STANDING COMMITTEES:

Finance/Planning Committee – No meeting

Nominating Committee – No meeting

Policy Committee – Met April 5th. The proposed changes will be addressed at the May meeting.

Needs Assessment Committee – last meeting April 5th.

OLD BUSINESS:

- A. New Senior Center Needs Committee Report – A big thank you to Don Lever for submitting dimensions of the current Senior Center. It was a tedious job that the committee greatly appreciates. The committee is also going to talk to Mike Sullivan about next steps. The committee will create a fact sheet for the May town meeting.
- B. Volunteer Appreciation Update – Not a lot of people have responded yet. Joanne encourages all Board members to attend.
- C. Diabetic support Group Transition – This will be the last meeting before a new provider runs the support group.
- D. Board Training – Three members have signed up for the training in Northampton. All members who haven't attended training before are encouraged to attend.

NEW BUSINESS:

- A. Letter from Friends of South Hadley Elderly President, Sheila Adams re: Computer Room – Chairperson Gail Bielizna-Pafford read a letter submitted by Shiela Adams, representing the Friends group. The Friends are requesting use of the Computer room so the Boutique can have a permanent home. This would allow the Boutique to be open more than one day a week and prevent damage to equipment.

Joanne noted that the computer group supplies internet for the entire building, including staff computers. That is a donation of \$1,200 a year. She did not feel comfortable making this decision so close to leaving her position. She noted the new director will probably do a room evaluation and possibly change room usage around.

A representative from the computer group read a letter they had prepared addressing concerns they had if they were asked to move out of the room completely.

Both parties agreed to split the room. The majority of the room will be used for the Boutique, with space against a wall for the computer group. The decision was reached without input from the Board. The two groups will work out the logistics of the room change.

- B. Staff Letter of Resignation – Joanne read a letter of resignation from Richard Carrigan, who has driven for the COA for over 19 years, first as a substitute

driver and then as the regular driver. His last day will be June 29th, 2016. He will be sorely missed.

A motion to adjourn was made at 6:05 p.m. by Sheila Adams, seconded by Donald Lever, and unanimously approved by the Board.

The next meeting is May 9th, 2016 at 4:00 p.m.

Respectfully submitted by Sarah Gmeiner, Secretary.