

Danvers Council on Aging  
Board of Directors Meeting

April 20, 2017

Present: Bob King, Kathy Sheridan, Marge Leonard, Joe Palmer, Larry Chisholm, Don Gates, Gerri Cosgrove, Bob Sosnowski, John Keohane and Pam Parkinson.

Excused: N/A

Minutes of March 16, 2017 were reviewed. Bob Sosnowski moved to accept the minutes. Gerri Cosgrove seconded the motion. All were in favor and the motion passed.

**Fiscal Update:**

Pam reviewed the March fiscal update with board members.

**Old Business:**

Supportive Day update – The Supportive Day Program is going well. We are up to 12-13 clients per day. John Keohane asked if there is a wait list. Pam said no there is not. We had two Activity Coordinators sharing the job and one of them left. The remaining Activity Coordinator is doing both jobs in 19 ½ hours so it will help to save money on salary. We also have 3 interns who have been assisting with the program and they are going to be leaving at the end of April so we will be looking for an Aid Position after they leave.

Volunteer Recognition Party – Our Volunteer Recognition Party is tomorrow night. The party will be a 50's theme with a few surprises. We will be serving hamburgers, hotdogs and much more.

Transportation Donation Update – Lorene told the board about the new punch card system we have set up to make donations easier. Each punch card is for \$30. The drivers each have a hole punch on the van and they punch \$1.50 for each ride in town and \$2.50 for each ride out of town. So far we have sold 13 punch cards. The punch card information will be in our May newsletter. Seniors can still do a donation for either cash or check.

Bob Sosnowski asked about the shirts we were planning on purchasing for drivers. Pam said that she was waiting for the weather to get warmer before buying them.

Pam reported that she is working on the Title 3 Grant which is due next Friday.

**New Business:**

Joe Palmer asked how the Finance Committee meeting went. Pam talked to Fin Comm. about the new vans and the transportation program. She also spoke about the new volunteer driving program that she implemented. Michael Daley was concerned about liability for drivers. Pam explained that as of 7/1/17 the town will be purchasing additional insurance for volunteers.

Pam asked if any board members knew of anyone who would be interested to volunteer drive seniors to doctor appts. They will be reimbursed for their mileage.

Kathy Sheridan asked who came up with the punch card idea. Pam said both she and Lorene did.

The Danvers Council on Aging received \$2500 top prize from a contest held at Beverly Bank. The money will go toward the purchase of a new bench for the Highland Walking Path.

The town is redoing their website. The website will connect all divisions. We are trying not to renew Mead Web Design for our website. The cost for Mead next year is \$1200. Our portion of the town website will have all our current web site information and resource links.

#### **Directors Report:**

Accreditation is moving along. The committees are already starting to meet. Bob Sosnowski asked how many committees there were for accreditation. Pam said there are 9.

Our new Men's Group kicks off on April 27<sup>th</sup> and registrations are quite successful. We currently have 18 men signed up. Kathy asked if walk-ins are allowed. Pam said yes but the only problem will be if they want a meal which should be ordered ahead of time. John Keohane gave background information on Men's Group possible activities and that sometimes they will meet off site for activities.

#### **Friends of the DCOA Report:**

The Annual Meeting of the FCOA Board is May 17<sup>th</sup>. Pam asked board members if they know anyone who would like to apply for a scholarship. Pam asked Lorene to have bus drivers hand out scholarship applications to transportation clients. Pam said that membership has increased. We collect approximately \$32,000 per year.

#### **Participant's Committee Report:**

Gerri Cosgrove reported that the committee met on Tuesday. They would like to have added to the bathrooms more comfortable level toilet seats, safety bars on side & better access to safety button.

#### **North Shore Elder Services:**

Marge Leonard reported that the next board meeting for NSES is next week.

The meeting adjourned at 3:40pm.

Gerri Cosgrove motioned to adjourn the meeting, Larry Chisholm seconded the motion. All were in favor and the meeting was adjourned. The next meeting is scheduled for Thursday, May 18th at 3pm.

Submitted by:

Gerri Cosgrove, Secretary