

CARLENE HAMLIN , Chair  
LAURIE CASOLARI, Vice-Chair

LESLIE HENNESSEY, Director

February 12 - 4:00 P.M.

**The Board of Directors Meeting will be held in the Council on Aging Dining room**

1. **Call to Order**
2. **Roll Call**
3. **Minutes of January 2018 Meeting**
4. **New Business**
  
6. **Old Business: Nominating Committee**  
    **Trivia tidbits for Town Reminder**
  
7. **Director's Report: Address questions/concerns/issues**
  - A. **MySeniorCenter statistic review**
  - B. **Evening programming**
  - C. **Awareness campaign**
  - D. **Mission Statement review**
  - E. **COA Board of Directors Policy and Procedure updates**
  - F. **Discussion & Updates**
  - G. **"Those items not reasonably anticipated by the Chair, 48 hours in advance."**
  
- 8.. **Next meeting**
9. **Adjourn.**

Reminder – if you cannot attend a meeting please call the director or chairperson to be excused. See rules and regulations as adopted 9/1/99. Request for agenda items for next meeting should be submitted *in writing* to the director or chairperson by Wednesday preceding next meeting.

MINUTES OF THE SOUTH HADLEY COUNCIL ON AGING MEETING  
Monday, January 22<sup>nd</sup>, 2018

The meeting was called to order by Chairperson Carlene Hamlin at 4:00 p.m.

Present: Mary Billion, Eileen Burke, Sarah Gmeiner, Carlene Hamlin, Grace Kelly, William Schenker, Janet Veitch.

Excused: Laurie Cassolari.

Director Leslie Hennessey present.

Visitors: Bruce Forcier

MEETING MINUTES: A motion was made to accept the minutes of the November, 2017 meeting by Eileen Burke, seconded by Grace Kelly and unanimously approved by the Board.

NEW BUSINESS:

- A. Resignation of BOD Members: Director Leslie Hennessey informed the Board she received letters of resignation from Don Lever and Sheila Adams.
- B. Senior Center Stabilization Fund: Director Leslie Hennessey informed the Board the stabilization fund was created after the motion passed at the last Town Meeting.

THE DIRECTOR'S REPORT:

- A. MySeniorCenter statistic review: Director Leslie Hennessey handed out statistics from MySenior database pertaining to attendance at the Senior Center. The sheets compared average daily attendance and events from October through December 2016 against October through December 2017. There has been a significant jump, especially in activities and events. Director Leslie Hennessey said she would provide these reports quarterly for the Board.
- B. New programming: There are many new classes and events at the Senior Center. Ohana school of performing arts is hosting a free dance class on Mondays. There were over 20 people in the class. February will have some

evening programming with hopes of capturing people who don't normally attend the Center.

- C. Fundraiser for COA: Dayton Street Dinners: Director Leslie Hennessey was approached by the owner of Surf & Dog about hosting fundraiser dinners at the Senior Center a few times throughout the year. The Friends group would host the dinners, if the idea were to happen. The Board discussed possible groups who could help to serve and clean up.
- D. Donations: E-Ink donated \$13,000 to the building fund. There is currently over \$90,000 in the building fund.
- E. Mission Statement Update: Director Leslie Hennessey asked how the Board felt about changing "55" to "50" in the mission statement. One member noted AARP's membership begins at 50. Another member noted the meal program at Center is intended for those 60 and over and wondered if that would matter. The subject will be tabled until the next meeting.
- F. COA Board of Directors Policy and Procedure updates: Members Eileen Burke and Mary Billion handed out an updated version of the COA Board of Directors Policy and Procedure booklet. Members of the Board will review the changes for the next meeting.

A motion to adjourn was made at 5:00 p.m. by Carlene Hamlin, seconded by William Schenker, and unanimously approved by the Board.

The next meeting is February 12<sup>th</sup>, 2018 at 4:00 p.m.

Respectfully submitted by Sarah Gmeiner, secretary.

February 8, 2018

Dear South Hadley Board Members,

Included in this packet for Monday, February 12, 2018

- The Agenda
- Minutes of January meeting

Topics I will cover include:

- H. MySeniorCenter statistic review
- I. Evening programming
- J. Awareness Campaign
- K. Mission Statement review
- L. COA Board of Directors Policy and Procedure updates
- M. Discussion & Updates
- N. "Those items not reasonably anticipated by the Chair, 48 hours in advance."

Respectfully Submitted,

Leslie Hennessey  
Director