

COMMISSION ON AGING MEETING MINUTES

Tuesday, April 10, 2018

Stoughton Room, Stoughton Area Senior Center

Present: Bob Barnett, Denise Duranczyk, Roz Gausman, Lou Havlik, Nancy Hoffman, Mary Onsager, Jeanne Schwass-Long, David Sharpe, Charlotte Snow Susan Wollin

Staff Present: Cindy McGlynn, Hollee Camacho

Absent & Excused: Barb Manson, Faith Schuck

Call to order: J. Schwass-Long called the meeting to order at 11:00 AM.

March Minutes: Moved by D. Duranzyk, N. Hoffman seconded to approve with word edits presented by L. Havlick; passed unanimously.

Director Comments

- After reviewing applicants for the Volunteer/Program Coordinator position, Cindy and the HR Director decided to open the application process again. The now 32 hour/full benefit position will be posted on more online job sites in hopes of receiving candidates with more experience. Cindy hopes to review the new applications next week. L. Havlik has volunteered to be on the interview/hiring committee. The position has been supported by the Bryant Foundation for the past three years and the additional hours will be as well.
- Tricia did a very good job planning ahead. We have not needed to schedule new activities, as we are working off the plan she had in place for this Spring.

Senior Center Brochures: Distributed the general brochure for the Senior Center, Friendly Visitor Program informational card, Ways of Giving brochure and donation envelope. Discussed how nice they look, how the colors coordinate well with the new logo. Our logo was designed by Kristin Novak.

Annual Report: Hollee emailed the work-in-progress to COA members. We are still waiting on final financial numbers. N. Hoffman shared edits for page 1 and D. Sharpe asked that we note how much was actually raised with our fundraiser and other donations. Please keep your feedback coming, as Hollee is still working on it.

Accreditation:

- The committees have made it through all 9 standards. Cindy would like to discuss the worksheets for each standard at our May meeting, and has scheduled the full Accreditation Committee to meet the following day on May 2 at 12pm.
- After that we hope to have the full book together and be ready to notify the NCOA for a review by late summer. All recommendations will be incorporated with our 5-year Strategic Plan.

Committee Reports:

- **Public Relations:** no meeting this past month

- **Fund Development:** committee will next be checking with financial institutions and funeral homes to discuss whether they're willing to share our brochures and wish list with their clients. Currently, top on the wish list is a hearing loop audio system.
- **Volunteer:** no meeting, but the Volunteer Handbook is nearing the finish line. It has been evaluated by City Hall and will be coming back to the Volunteer Committee.
- **Program:** committee will help with the intergenerational rock painting distribution on April 13 (half-day for Stoughton Schools).
- **Evaluation:** no meeting; but Hollee reported she is surveying our list of individuals caring for loved ones with memory loss. The results will help the Center and the Stoughton Dementia Friendly Community Coalition address the area caregivers' needs.

Legislative Update:

- COA elections at the May meeting.
- CACP Committee of City Council has been given our updated Policy Handbook; awaiting approval.

Additional comments:

- Please remember to sign-in and type in your hours on the MySC touchscreen. We will be looking to the PR Committee's help in determining how we best educate people on the importance of gathering participation data.
- This Spring we will be getting a new canoe rack and replacing the heavy metal canoes with lighter canoes and some kayaks.
- John Beutel's Music Appreciation class continues to be a great success at the Opera House. This year's series has been covered by the donations gathered from last year's series.

Meeting Adjourned: Moved by D. Sharpe, seconded by D. Duranczyk to adjourn the meeting. Carried unanimously. Meeting adjourned at 11:40 AM.

Next Meeting: Tuesday, May 1, 2018 at 11:00 AM