

## Minutes of COA Board Meeting of February 10, 2014

**Board Members Present:** Ethel Ampey, Lois Carra, Carole Feeney-Withrow, Miranda Heibel, Kenneth Hebert, Pearl Hines, Benjamin Horner, and Jeanne Ryde

**Absent:** Elizabeth Cadigan, Ismail Laher

**Staff Present:** Lisa Castagna, Alicia Johnson, Vincent McCarthy, Susan Pacheco and Emma Watkins

Meeting was called to order at 11:00 a.m. by Vice-President, Lois Carra. Lois acknowledged the loss of COA Board President Bill Cobham.

### 1. Review/acceptance of minutes of January 13, 2014 meeting

Lois Carra requested approval of minutes. Motion to accept and unanimously approved.

### 2. Reports

#### COA Executive Director

- COA Leadership Team met along with Sue Walsh, Assistant Director of Adult Programs. Goal this year is outreach, outreach, and outreach via social media: Facebook, Twitter and traditional campaigns. We want seniors and caregivers to know about COA social services and center programming. Susan is scheduled to meet w/Lee Gianetti, Director of Communications and Ini Tomeu, Public Information Officer, to discuss possibility of having a senior section in Cambridge Chronicle.
- COA is planning an evening event on either 4/28 or 5/5 @ 5:30 p.m. In joint collaboration with Homeowners Rehab (HRI). Topic will be: reverse mortgages.
- Susan, along with Emma Watkins and Arline McGrady will be meeting with the Executive Director of Cambridge Adult Education Center. We are hoping to collaborate on programming.
- At the request of the Board, meeting with Mayor David Maher is scheduled for 4/14/14.
- Susan distributed proposed budget for FY 15. This report captures goals and required performance measures.

#### Citywide Senior Center

- Emma noted Senior Center activities are at the mercy of the weather with winter storms threatening programming and the Chinese New Year Party and Valentine's Day Party.
- Other programming this month: Black History Month celebration and Voice of the Turtle, a concert by the Powers School of Music. 2 health and wellness talks Immunization, Heart Health and continuing Facebook classes.
- March is International Women's Month. There will be a presentation by True Story Theater Friendship knows No Boundaries cosponsored with the Women's Commission.
- Citywide Senior Center has been approved for Myseniorcenter a touch screen intake and database software platform; funding is still being worked out.

#### North Cambridge Senior Center (NCSC)

- 2/6 2050 held an intergenerational Valentine's Birthday card project with middle school students from Peabody school. Senior and students shared childhood experiences. Other programming at North Cambridge this month: Safety Awareness, Long Term Care and Health Insurance, Blood pressure screenings, Day Trip to the House of Seven Gables featuring their Underground Railroad Exhibit.
- Alicia reported 5 applicants are interested in serving on the North Cambridge Advisory Council.

#### Client Services

- The I&R position was posted and will remain open until February 24th. We have already received quite a few resumes. Once all the resumes are received we will review and set up interviews.
- SHINE VOLUNTEER – Our new SHINE volunteer, Cathy Cody, will be starting on Wednesday February 12th. She will be at The Council on Aging every Wednesday from 10am – 2pm. People can call the COA for appointments.

- On Friday, February 21<sup>st</sup> Vincent will be attending the coffee hour at LBJ housing. April 9th – Miller’s River.
- Door Knocking Program – with Melissa Castillo, Director of Operations, Cambridge Youth Center Programs  
March 5 – Rindge Ave Towers- Gately Youth Center  
March 26 – Walden Square, Lincoln Way, and Jefferson Park – Gately Youth Center  
April 16 – Riverside, 808 Memorial Drive, and Cambridgeport – Moore Youth Center  
May 7 – Area IV and West – Area IV Youth Center and Russell Youth Center
- Senior Recovery Support “Stronger Together”, Beginning 2/25/14. 10 week session - Tuesdays from 12:30 - 2pm. Lisa A. Kletjian, LCSW Addiction Treatment Specialist & SASS Coordinator North Charles Institute for the Addictions and Heather Trickett, from Somerville Cambridge Elder Services will facilitate.
- Vincent attended Food Stamp training. The application process has been streamlined for seniors with a phone interview and no photo id needed.
- Ongoing Monthly Programs on Monday nights:
- Presentations from Consumer Council or Attorney General’s office on credit card crisis at target and other new high tech scams.
- Alzheimer’s Association & Parkinson’s
- Coping with substance abuse & recovery
- Assisted Livings

#### Old Business

- Ethel noted Many Helping Hands was very well received with hundreds of people participating on Martin Luther King Day.
- Miranda presented Resources for Homeowners. How to locate and select contractors and Home Care help.
- At SCES Home Care requests are down and SHINE is increasing.

#### New Business

- Vice-President Carra and COA Executive Director presented process regarding Board vacancy, due to President Bill Cobham’s passing. According to the By-Laws:

Article 9. VACANCIES IN OFFICE AND IN THE MEMBERSHIP

Section 5. In the event of a vacancy of an Officer, the Council shall announce (no later than one month after a vacancy) that there will be an election to fill the vacant office at the next regular meeting.

A discussion ensued regarding the pros and cons of holding a special election at the March meeting or retaining the officers in their current positions and suspending any special election at this time and having election in October, at its regular scheduled time. A motion was made by Ethel Ampey, to have officers as they are: Lois Carra, Vice-President; Miranda Heibel, Secretary; Kenneth Hebert, Treasurer. Motion unanimously approved.

VP Carra will chair meetings, but will be absent from March and April meetings. Secretary Heibel will chair meetings in her absence.

COA Executive Director will begin process of posting Board vacancy and solicit interested individuals.

Meeting adjourned at 12:00 Noon.

**Next meeting: Monday, March 10, 2014 @ 11:00 a.m.**

Minutes respectfully submitted by Lisa Castagna.