

## Minutes of COA Board Meeting – November 12, 2014

Members present: Mary Keenan, Mike Donham, V.V. Martin, and Linda Moffitt.

Members Excused Absence: Pat Gold, Burt Greenberg, Dorothy Brown, Alice Wadden, and Carol Airasian.

Staff member present: Caryl Fox.

The meeting was called to order at 5:30 pm by COA Board member, Mary Keenan.

1. The [minutes](#) of the October meeting were read by Board members. Mike Donham made a motion to approve the minutes and V.V. Martin seconded. Passed.

2. Financial Statements:

Caryl Fox highlighted the [financial](#) statements noting that the electricity line item is being expended more quickly than had been projected. Ms. Fox also said that a number of bills came in after October 31, 2014 so are not figured into this month's expenditures.

3. Medicare Open Enrollment:

The open enrollment period is until December 7, 2014. During this time, seniors can change their Medicare Advantage and Part D (prescription medication) plans. Board members noted that most plans go up in cost yearly. Caryl Fox stated that this can be a problem for many Watertown seniors who don't qualify for low-income plans, but still have limited income. The SHINE worker has added extra appointments to help seniors. If all the slots fill, people will be directed to call the regional office.

4. Food Pantry Donations:

Staff and volunteers put out requests for monetary donations beginning in September, as soon as the fund started to get low. The response has been outstanding. Money has been coming in from businesses, churches, civic organizations, and individuals. More than \$14,000 was received in October. The Project Bread grant will be used for gift cards for Pantry families, which will be distributed in November. The Pantry has been very busy and new people continue to come in needing assistance..

5. Case Worker Position Update:

New case worker, Marina Kirsanova, started on October 27, 2014. She oriented to the job and to the Senior Center with input from Caryl Fox, Debbie Dunn, and Laura Gold. She is seeing clients who had been followed by Ms. Gold, as well as new people who are referred. Her knowledge of Armenian and Russian is already having a positive impact in helping individuals get their needs met.

6. Principal Clerk Position Update:

Caryl Fox and Personnel Director, Gayle Shattuck, have interviewed four candidates who submitted applications for the job. There will be four to six more people interviewed over the next couple of weeks. We expect to find an excellent person to fill this important job.

Debbie Dunn has continued to be responsible for principal clerk tasks, as well as those that are part of her new role as program coordinator. We are very appreciative of all of her hard work.

9. The meeting was adjourned at 6:25 pm.

Submitted by Caryl Leslie Fox