

Wellesley Council on Aging
Board Meeting
May 21, 2018

Location: John and Dwin Schuler Multipurpose Room, Tolles Parsons Center

In Attendance: Diane Campbell (until 5:05pm), Kathleen Vogel, Thomas Kealy, Jacqueline Mahoney, Dianne Sullivan, Penelope Lawrence, Miguel Lessing, Barbara Offenhartz, Frank Pinto, Anne Marie Gross
Board of Selectman (BOS): Thomas Ulfelder
Staff: Gayle Thieme, Linda Clifford
Absent: Lisa Heyison, William Murphy, Sheila Nugent

Call to Order: Diane Campbell called the meeting to order at 4:00pm.

Tom Kealy commented on the success of the “Remembering the Roaring ‘20s” social event on 5/18. Diane Campbell noted the success of the TPC Open House on 5/19.

Citizens Speak: None.

Approval of April 26 & May 10 meeting minutes: Tom Kealy called for a motion to approve the April 26 meeting minutes and Jackie Mahoney seconded. The Board voted unanimously to accept the minutes. Anne Marie Gross called for a motion to approve the May 10 meeting minutes and Frank Pinto seconded. Two minor edits were suggested: 1. Noting that the four Board members whose terms are ending on 6/30 and who want to be reappointed would be “held over” for one year. 2. Noting COA staff would report to Blythe Robinson and Sheryl Strother in FY 2019. Linda Clifford will make these changes. The Board voted unanimously to accept the amended minutes.

Dates / Times – FY 19 Board meetings

Diane Campbell reported on the survey results. The most popular day/time is Thursday at 4:00pm. Diane distributed a draft calendar of proposed meeting dates for FY 19.

Debrief and discussion of the May 10, 2018 meeting

The group discussed the proposals made at the May 10 meeting, including the proposal that COA staff will report directly to Blythe Robinson and Sheryl Strother for FY 19 and Board will step-back from day-to-day operation. Miguel Lessing said more clarity about the definition of “day-to-day” is needed. Anne Marie Gross said she sees it from a budgetary and operational/facility perspective. Diane Campbell said the Board would still deliberate and vote on the COA budget. Miguel asked about FWCOA grant requests. Anne Marie said they would come through Board first. Tom Kealy said the COA’s responsibilities are laid out in by-laws and this proposal will weaken the Board.

Diane said at the May 10 meeting, three suggestions were made by Ellen Gibbs, Tom Ulfelder and Blythe Robinson. First, the BOS is willing to give the Board a resource (a facilitator) and the time (FY 2019) to develop a better understanding to work in a way that is more productive. Diane said she agrees with Tom Kealy that previous facilitated retreats were successful. The second suggestion is to move some of day-to-day oversight to Blythe. The third suggestion is to have the Board determine its roles and responsibilities, officer roles, and reevaluate the COA’s strategic plan, with assistance from the facilitator. In order to accomplish the suggestions, it was also suggested four Board members be held over for one year. Kathleen Vogel asked if members would only be held over if the Board agrees to the suggestions. Diane said the Board’s task now is to inform the BOS which suggestions the Board supports. Anne Marie said if Board doesn’t agree to this, the four existing members wanting reappointment would go through the BOS’s pool of applicants for the open seats starting July

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Penny Lawrence put forth a motion that the COA Board support the recommendation that COA staff would report directly to Blythe Robinson and Sheryl Strother for FY 19, and Frank Pinto seconded. The motion passed by a vote of 7-1, with two abstentions. Tom Kealy voted no. Miguel Lessing and Barbara Offenhartz abstained.

Penny Lawrence put forth a motion in support of the recommendation that COA Board members wishing to be reappointed will be held over for one year. Kathleen Vogel seconded. The motion passed with nine votes. Miguel Lessing abstained.

Anne Marie Gross put forth a motion that the COA Board support the BOS funding a facilitator for one year to help the COA Board isolate its priorities, identify areas in which the Board wants to move forward, and establish a work plan for the next year and an overall strategic plan. Frank Pinto seconded. The motion passed by a unanimous vote.

Tom Ulfelder said Blythe Robinson will draft the Memorandum of Understanding (MOU). He will get a date as to when to expect to see the MOU within the next week.

Tom Kealy said the nominating group will contact all 10 members to gauge interest in being an officer. The plan is to both nominate and vote on officers at the June meeting. Barbara noted difficulty in approaching this because the officers' roles are unclear. Gayle will email the full Board asking each member to contact Tom Kealy to discuss further.

Gayle will send a Doodle poll to determine a date and time for another meeting to continue the discussion on officer and member roles and responsibilities.

FWCOA update – Anne Marie Gross, COA Board Liaison to FWCOA

Anne Marie, Gayle Thieme and Linda Clifford met with Virginia Ferko, Susan Hurwitz and Laura Hockett, three members of the FWCOA Grant Advisory committee. The group discussed an extension on funding on lunch program through October to gather more data on participation. Miguel Lessing put forth a motion for Gayle to submit an extension request to the FWCOA Grant Advisory committee for funding for two additional days of the COA lunch program through October 2018, which Barbara Offenhartz seconded. The motion passed by a unanimous vote. Gayle will provide a progress report to the grants committee with the request. Some initial analysis indicates an uptick in attendance on days with musical entertainment. Also, Mondays have had lighter attendance, but there has been competition with other non-COA sponsored events such as the Wellesley-Weston Lifetime Learning session and Wellesley Service League's Friendship Circle. The total subsidy to date has been \$817.77, which is under the total projection of \$4800.00

Anne Marie reported FWCOA is interested in the future strategic plans of the COA, as it relates to funding opportunities and discussions will continue on this topic.

Report of COA bus promotion (no bus fares) – March and April 2018

Gayle Thieme referred to the previously distributed report. There was general group discussion about the data collected to date. Penny Lawrence asked about the letter sent to passengers. Gayle clarified the letter is sent to each passenger outlining their number of one-way rides for the previous month, stating a suggested donation of \$1.00 per ride. Gayle said extending the fare promotion through end of August will allow more time for data collection and analysis, as currently only data for March and April is available. Frank Pinto put forth a motion to extend the no-fare bus promotion through August 31, 2018, and Anne Marie Gross seconded. The motion passed by a unanimous vote.

Director's Report – Gayle Thieme

Gayle referred to her written remarks previously shared with the Board. Gayle described how the two-way translator works. There was a question about waiting time for the TPC fitness room. To date, there have not been any times where there has been a waiting list in effect.

New Business: None.

Meeting adjourned: Kathleen Vogel adjourned the meeting at 6:05pm.

Next Meeting(s): June 18, 2018 at 4:00pm

Documents and/or Exhibits referenced at this meeting:

- Draft meeting dates for FY 2019 (distributed by Diane Campbell)
- COA Lunch Program Data (previously distributed by Gayle Thieme)
- COA Bus Fare Promotion Data (previously distributed by Gayle Thieme)
- Director of Senior Services Report (previously distributed by Gayle Thieme)

Minutes prepared by Linda Clifford