

**HINGHAM COUNCIL ON AGING
MINUTES OF THE APRIL 11, 2016 MEETING**

Present: Gretchen Condon, Gail Faring, June Freedman, Chrisanne Gregoire, Linda Hurley, Joan Iovino, Dick Ponte, Beth Rouleau, Dawn Sibor, Barbara Farnsworth, Director

Absent: Debra Hoffman, Leslie Vickers

Guest: Barbara Morrissey, to evaluate a possible Council position

Call to order at 4:30 by Chairman Gretchen Condon

There were no Chairman's remarks

SECRETARY'S REPORT - Joan Iovino

Motion by Dick Ponte, second by Gail Faring, to accept the minutes of the March 14, 2016 meeting, passed unanimously.

TREASURER'S REPORT - Dawn Sibor

Donation Account Report

Total revenues for March - \$585.00

Expenses - \$1,212.48 for repair to the partition in the dining room

Balance as of 3/31/2016 - \$43,455.90

Municipal Account report

No unforeseen expenses

Motion by Dick Ponte, second by Chrisanne Gregoire to accept both the Donation Account Report and the Municipal Account Report as presented, passed unanimously.

DIRECTOR'S REPORT - Barbara Farnsworth

The new chairs that were ordered were proven to be too heavy to manage and have been reordered. We did retain 14 of the chairs as they are suited to the classroom.

Parking update – Barbara has spoken with Zoning Department and there are regulations around the size of the sign. She will forward those regulations to Betty Foley.

The Aging Mastery Program has been quite successful from the start. There have been only 2 dropouts. The program will be repeated yearly.

State budget - the House decision due to be out 4/13. \$10/senior was requested.

STRATEGIC PLAN - Staffing Subcommittee Report - Gail Faring

The committee comprised of Debra Hoffman, Gail Faring and Dawn Sibor met 3/16, 3/23/ and 3/31. The Committee reviewed job descriptions, proposed staffing changes,

and revised job descriptions. The position for Administrative Secretary has been posted

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and the closing date for applications is April 13. Barbara Farnsworth, Gail Faring, Deb Hoffman Dawn and Sibor will conduct the first interviews, and Barbara Farnsworth and staff members Kathy Glenzel and Laurie Cosman will conduct the second interview.

A Transportation Coordinator position, 20 hours/week, has been added as well as a Clerk position. Both of these positions must be approved by the Personnel Board, which will meet on May 4. The Program Coordinator position will be re-evaluated and not filled at this time.

Motion by Chrisanne Gregoire, second by Dick Ponte to approve the recommendations from the Staffing Subcommittee, passed unanimously.

SOUTH SHORE ELDER SERVICES - LIAISON REPORT - Gail Faring

Gail Faring reported on the April 5 South Shore Elder Services Board of Directors meeting.

COMMITTEE APPOINTMENTS

Gretchen Condon, Chairman, appointed June Freedman, Linda Hurley and Dick Ponte to the Nominating Committee who will report back to the full Council at the June 13 meeting.

Gretchen Condon appointed Gretchen Condon, Gail Faring, Dick Ponte, Beth Rouleau and Dawn Sibor to the Volunteer Appreciation Committee.

A reminder that all meeting times must be posted 48 hours in advance.

NEW AGENDA ITEMS - none

There being no further business, motion to adjourn by Dick Ponte, second by Gail Faring, passed unanimously. The meeting was adjourned at 5:29 p.m. by Chairman Condon.

The next meeting will be held Monday, May 9, 2016 at 4:30 p.m.

Respectfully submitted,

Joan Iovino, Secretary