

TOWN OF SHEFFIELD  
COUNCIL ON AGING  
October 16, 2013  
SENIOR CENTER  
9:00 AM

Members Present: Jeff Browne, Chairman  
Kathy Staropoli, Vice Chairman  
Michelle Harwood  
Dick Magenis, Secretary  
Helen Johnston  
David Smith Jr.  
Dorris Van Deusen

Others Present: John Arthur Miller, Senior Center Director  
Nadine Hawver, Assistant to the Director  
Barbara Hayfee – Manager of Dewey Court

Chairman Browne called the meeting to order at 9:03AM.

APPROVAL OF MINUTES:

Minutes of the September 16, 2013 were presented for approval. Motion to approve was made by Michelle Harwood, seconded by Dick Magenis. The motion carried unanimously.

EXPENSE REPORT:

Director Miller presented both the COA budget and the State Formula grant. He mentioned that although it looks like we have spent more than 50% of the budget this reflects two payments to SBETC and the MCOA conference expenses. Motion to accept the financial reports was made Michelle Harwood, seconded by Dick Magenis. The motion carried unanimously.

DIRECTOR REPORT:

1. Program Updates - John-Arthur mentioned several new programs that are being offered late afternoons to be able to attract new people.
2. MCOA Conference – JA, Nadine and Helen Johnston all attended the conference held in Sturbridge earlier in the month. All three felt the conference was wonderful with a great deal of good info and wonderful networking.
3. The town is providing us with updated 2013 Microsoft office for Nadine and John-Arthur's computers.
4. The final item that JA brought forth was some analysis of numbers of seniors that we are serving here in Sheffield. According to US census figures in 2000, we were serving 15% of the local population and in 2010 we are serving 29.7% of the population of Sheffield. This figure is only going to increase as more of our population turns 65 and more people continue to relocate to Sheffield for retirement. Additionally the numbers from Jan – Sept 2012 compared to the same time in 2013 shows we are serving 15% more people here at the center. Our outreach for providing services has increased 26% - JA gives credit for these numbers to having a new assistant that has allowed him out of the office to serve our seniors. Also reflected are the number of volunteer hours going from 400 to 600 for the same time and for the fiscal year we are already at 2200 hours given by our seniors. With a minimum wage of \$8 per hour that is over \$17,000 saved by having volunteers donating time here at the center.

OLD BUSINESS:

1. John-Arthur was interviewed for Senior TV – news when this will air is forth coming.

NEW BUSINESS:

1. For the Special Town Meeting on Nov 18<sup>th</sup> at 7PM, we will offer transportation to any senior who wishes to attend.
2. The building Committee met. Chairmanship has shifted to David Smith Jr. Rhonda is researching some answers to some questions and she will schedule the next meeting when she has info to share.
3. Michelle Harwood presented a brief report on the activities of the Friends.
  - The Craft Fair is this Sat – lower number of vendors than was hoped for, but it will go on anyways
  - The Book Bin – the Friends are finding it difficult to collect the monies due them. Once the outstanding funds are collected they will request the bin be removed.
  - The Friends have applied for 3 Cultural Arts grants to support the potential of 3 upcoming projects here at the center – the first is an art project with Gregory Machak, the 2<sup>nd</sup> Diane Taraz a musical history program and finally the 3<sup>rd</sup> a Basket weaving class. All 3 programs will be supported with funds from the Friends as well as the cultural arts grants if approved.
  - SBETC is looking for new representatives for their board. Sheffield needs someone who will stand up for needs of Sheffield, JA requested the members of the COA think about someone from the community who would represent the needs of Sheffield. He told them it did not have to be someone from the COA but should be someone who will be diligent in their commitment to serve the community.
4. Under other Business – Dorris requested a Motion detector light be installed at the side door for proper lighting for our evening events. Nadine will explore our current outdoor lighting to see if it can be used to provide sufficient lighting – if not then we will contact Rhonda for assistance.

Public Comment: Barbara Hayfee, manager of Dewey Court, came to express her concern that many living at Dewey Court have lack of transportation – she was pleased that we are hosting the upcoming Transportation Forum in November and will assist us in any way she can to help stress the needs of the residents of Dewey Court.

Next meeting has been scheduled for Monday November 18<sup>th</sup> at 9AM

Chairman Browne asked for a motion to adjourn at 10:00 AM motion made by Helen Johnston and 2<sup>nd</sup> by Dorris Van Deusen, approved unanimously.

Respectfully submitted:

Nadine A Hawver

Assistant to the Director