

## Council on Aging Board Meeting Minutes

Date: June 25, 2019

Present: Chairman Shawn Robinson, Amanda Zygmunt, Jane Betsold, Susan Hurley, Jill Tucker, Cindy Doty, Geralyn Rodgers

1. The meeting was called to order at 1745 by Chairman Robinson.
2. Reorganization was discussed and the following assignments were agreed upon/voted on unanimously after a motion by Susan Hurley and a second by Jill Tucker at 1804 hours:

Shawn Robinson	Chair
Amanda Zygmunt	Vice-Chair
Cindy Doty	Secretary

3. Discussed the following need:
  - a. COA floor to be cleaned and polished
  - b. COA walls to be painted
  - c. Possible meeting with Board of Selectmen (Update regarding COA Director transition sent to Selectboard by Chairman Robinson)
  - d. Meeting and/or discussion with Town Administrator regarding the COA use of the Town Hall DPW office space during renovations. It was noted that a shared office will not work due to confidentiality issues
4. The van policy, which had been previously voted on, was discussed and finalized at 1832 hours. Regarding transportation, it was also noted that should there be a need for training within the COA office, the COA Board would vote to have senior transportation employee Glenn Zygmunt handle same.
5. The current COA policy, a compilation of three former policies, was updated by adding the words "no vaping" to #13. Update completed this date and approved unanimously after a motion by Jill Tucker and a second by Susan Hurley.
6. Chairman Robinson advised that after a check with HVES, in-coming COA Director Geralyn Rodgers is approved to receive information and assistance from the Highland Valley Elder Services organization. Director Geralyn Rodgers was then welcomed into her new position by the Board. Cindy Doty was also welcomed as a new member of the COA Board
7. Finance~~s~~
  - a. Yearly budget was almost level-funded, with just a couple areas having a slight increase.

- b. The families of Marion Lapienski and Nellie Osepowicz, who recently passed, have requested that anyone wishing to make a donation in their memory, do so to the Hatfield Council on Aging. Director Rodgers will respond to any donors and notify families of same.

8. Unanticipated Business:

- a. Hatfield COA received high ratings from the HVES regarding its lunch program.
- b. Dodie Gaudette sent an evaluation of her senior program.
- c. Board member and former Interim Chair Amanda Zygmunt advises all COA Board members to shred all COA Director applicant's resumes from recent search.
- d. Amanda Zygmunt reads parting letter from COA Director Jane Betsold to the Board.

9. Meeting adjourned at 1910 by a motion from Amanda Zygmunt, seconded by Jill Tucker.

Respectfully submitted,

Cindy Doty  
COA Recording Secretary,