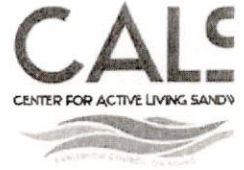




SANDWICH COUNCIL ON AGING
BOARD OF DIRECTORS MEETING MINUTES



Date: September 10, 2019

Time: 8:45 a.m.

Facilitator: Chairperson Patricia Collins

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The meeting was called to order at 8:50 a.m.

In Attendance

Michael Bondarek, Vice-Chair; Karen Cotter, Secretary; Members: Judy Hendy, Charlotte Kreutzer, Ellen Swain, Director Susan Marancik.

Absent: John Vibberts, Treasurer; Mary Jo French.

Guests: Selectman Bobby George, Mark Wiklund, Reggie Peters, Jack Lee and Julie Nguyen.

Approval of Minutes

The minutes of the meeting of August 27, 2019 were postponed. Minutes were passed unanimously at a later point in meeting.

Treasurer/Finance Report

Nothing to report.

Director's Report

1. Newsletter deadline is September 13.
2. Town is converting to a new operating system which may temporarily interfere with email.
3. The Fund for Sandwich Grants are open until October 4. The grants are for \$750. this year and Susan will be applying for one to be used for respite care.



Standing Committee Reports

- A. Finance and budget: Nothing to report until next regular meeting.
- B. By Laws: Nothing to report until next regular meeting.
- C. Nominating: The appointments of Jack Lee and Julie Nguyen should be on the September 19, 2019 Agenda of the Board of Selectmen's Meeting. The previous meeting's agenda was too full.

FSCOA

Reggie Peters, treasurer, attended as representative.

Old Business

1. Marketing plan for Special Town Meeting on October 28, 2019:
 - a) Pat Collins recommended that we develop a "push card" for wide distribution that clearly spells out Article 1 on the Warrant. Funding may be needed from FoCoA. Reggie Peters agreed that it would be an appropriate use of their funds. Bobby George suggested that Sullivan and Sullivan might underwrite it, and Mike may be able to handle the graphics.
 - b) Mark suggested that we condense our talking points to the 3 most important, eye/ear-catching phrases. He used the Library's talking points as an example i.e. maximize existing space; modernize the library; and deliver a sense of "Wow".
 - c) We will develop our bullet points around our talking points of space, services and socialization.
 - d) The name of the Center is still an issue, whether to incorporate the words "community" versus "senior". Also, to possibly add the tagline, "A Center for All".
 - e) The gymnasium usage is also being questioned. It is decided that our response is that it will be available through scheduled activities.
 - f) Melinda Gallant of SCTV programming will hopefully interview Mark and Pat at the Library, and Pat and Mark at the current CoA building to reach a wider audience. (TBD)
 - g) Pat will assign Board members to give a presentation to various groups and committees in town prior to town meeting to educate the public at our next meeting.

Special Town Meeting – Building Project (see above)

New Business

None at this time.

Next Board Meeting

Next meeting: Tuesday, September 24, 2019 at 8:45 am.

Motion to adjourn was made at 9:50 am and was passed unanimously.

Respectfully submitted,
Karen Cotter, Secretary