

Meeting Minutes
Harwich Council on Aging Board of Directors
Wednesday, March 16, 2022, 10 AM
Harwich Community Center – Channel 18 Studio
100 Oak Street
Harwich, MA 02645

Meeting Attendance:

Board Members: Chair Richard Waystack, Vice Chair Carol Thayer, Joanne Lepore, Ralph Smith,
Angelina Raneo Chilaka

- I. **Call to Order:**
The meeting came to order at 10 am in person – Chair Richard Waystack
- II. **Approval of Minutes**
The approval of the minutes was held until the next meeting
- III. **Public Comment:** None
- IV. **Chair Richard Waystack:**
 - A. Emily is unable to attend today due to illness.
 - B. Richard thanked everyone for working on the Board as well as all the volunteers and staff who helped to make our COA successful.
 - C. Justin White has been formally appointed as a full member to the COA Board of Directors. Congratulations and welcome to the Board as well as for his promotion to Captain on the Harwich Fire Department.
 - D. Richard also thanked the Fire Department and Police Department for their close working relationship with the Council on Aging.
 - E. Richard Waystack read a report sent over from Council on Aging Director Emily Mitchell in her absence. He gave a brief overview of the current operations at the COA such as the capacity restrictions, pre-registration and sign in protocols at the main office, staffing capacity which affects many of the COA programs.
 - F. The March/April edition of the newsletter is out and has been mailed or can be seen the Town website. If a senior is not receiving the newsletter and would like to be added to the mailing or email list, they should call the main COA office.
 - G. The COA staff will also let you know about many of the other services that are provided by the COA and Friends of the COA. The COA phone number is 508-430-7550.
 - H. Richard reported on several new programs being offered this spring:

- 10 week computer basic program for seniors
- The Science of Sexuality and Aging class for older adults taught by Dr. Jane Fleishman
- There are also many other programs resuming such as:
 - Send a Story Program, Financial Benefits, Skin Cancer and Skin Care Talk, Tai Chi, and many other fitness programs

I. Friends of the COA :

- The Friends of the Harwich Council on Aging is a non-profit organization that supports the COA and Harwich seniors.
- They have been a great asset to the COA. Over the past year, they provided lock boxes, smoke detectors, and a van. They provide transportation, both for local errands and special trips, on their minibus.
- Carol pointed out that the lifetime membership for the Friends of the Harwich COA, \$40, is very reasonable. Membership information is contained in the newsletter.
- Ralph highlighted that donations to the Friends are tax deductible.

J. Angie reported that the Harwich Community Center also puts out their own departmental newsletter. Folks can contact the Community Center to sign up.

K. Richard highlighted that the COA accepts donations of most medical equipment that is clean and in good condition. In turn, please call the COA if you would like to borrow some equipment.

L. Need for more Volunteers:

- There is a need for more drivers to transport seniors to medical appointments in the area. Call the COA for details.

M. FY 23 Budget Hearings – The Board of Selectmen and Finance Committee have been holding joint budget hearings with Department Heads to learn about their requests. Emily is scheduled to present the Council on Aging budget request tomorrow, March 17, at 6 PM at Town Hall. Richard reported that he is unable to attend. He also reported that he believes the request for an additional staff member included in Emily’s proposed budget is being considered favorably. He reiterated that COA Board member attendance and advocacy is important if members are able to go. Carol shared her intention to attend.

V. **Old Business:**

A. Reminder for COA Board to read and sign off on the Conflict of Interest Law. The signature log is in the main office.

VI. **New Business:** None

VII. **Members Comments:**

- A. Richard made one additional reminder to viewers that the COA continues to look for new volunteers, particularly for medical drivers.

VIII. **Adjournment:**

Angie Chilaka made a motion to adjourn at 10:21 AM. The motion was seconded by Ralph Smith. A unanimous vote to adjourn by members present.

The next meeting is scheduled for Wednesday – April 20, 2022 at 10am.