**MEETING MINUTES**

Harwich Council on Aging Board of Directors Meeting

August 1, 2018 at 10:00 a.m.

Harwich Community Center, 100 Oak St. Harwich, MA 02645

**MEETING ATTENDANCE**

**Board Members:** Richard Waystack, Lee Culver, Jim Mangan, Joanne Lepore, Angie Chilaka, Joan Felahi, Carol Thayer and Ralph Smith

**COA Staff:** Judi Wilson, COA Director, Marie Carlson, Recording Secretary

**Other Attendees**: Jack Brown, representing Friends of Council on Aging

**CALL TO ORDER**: A quorum was established and the meeting was called to order at 10:10 a.m. by Chairman Richard Waystack.

**APPROVAL OF MINUTES:** Richard Waystack asked for a motion to approve minutes from the June 6, 2018 meeting. The motion to approve was made by Lee Culver, and seconded by Carol Thayer. All in favor-vote carries.

**PUBLIC COMMENT: None**

**CHAIRS REPORT: Chairman, Richard Waystack** gave an update on the COA Board Composition.

**DIRECTORS REPORT:**

**Director, Judi Wilson**: Judi gave a monthly update, discussed Emergency Preparedness and Emergency Procedures as well as information regarding Participation in County Age-Friendly & Dementia-Friendly Assessment and Action plan. Please refer to Director’s Report August 2018.

**NEW BUSINESS:**

A short discussion took place regarding the seniors’ transportation concerns.

An update was given by Elder Services Board Liaison, Joanne Lepore.

Discussion on a DRAFT Transportation Policy took place.

**Jack Brown** offered the **Friends** are working on setting up a schedule for their new bus.

He explained there is a need for aides and drivers.

Carol Thayer reminded members to be aware of the upcoming sewer project and suggested they take an active role in meetings to be able to inform our seniors impacted.

**OLD BUSINESS:**

**Richard Waystack:** Reminded members to be proactive at the Selectman’s meetings, updating them on what is happening at COA, and be more visible.

**ADJOURNMENT:**

With no further business, a motion to adjourn the meeting was made by Lee Culver and seconded by Jim Managan, all in favor, vote carries.

The meeting was adjourned at **11:00 a.m**.

The next meeting will be **September 5, 2018** at 10:00 a.m., Harwich Council on Aging Department.

Respectfully submitted,

Marie Carlson, Executive Assistant

***Approved by vote at the 9/5/2018 meeting of the HCOA Board***