

MINUTES OF MEETING OF THE COUNCIL ON AGING

Date of Meeting: October 5th, 2023 Location of Meeting: 48 Marion Road, Room 320
Date of Transcription: October 19th, 2023 Transcribed by: Nicole Botelho

1. CALL MEETING TO ORDER BY CHAIR

The meeting was called to order at 10:00am by Melissa Kauranen, Chair

2. ROLL CALL BY PRO TEM CHAIR

Board Members Present: Melissa Kauranen, Chair
 Sharon Boyer
 Elaine Lemoine
 Sharon Frank
 Lynn Wheatley-Beaupre

Also Present: Nicole Botelho, Wareham COA Transcriber
 Sharon Rice, Wareham COA Director

Guest Attending: Bonnie McInnis
 Judy Jinson-Riggle
 Jim Munise

Not Present: Janet Wilson

3. MOMENT OF SILENCE FOR THE SICK AND DEPARTED

4. REVIEW AND VOTE ON MEETING MINUTES

MOTION: Board Member Lynn Wheatley-Beaupre Voted to approve the meeting minutes dated September 7, 2023. Elaine Lemoine seconded. Roll Call: Board Member Sharon Boyer – yes, Board Member Sharon Frank – yes, Board Member (Chair) Melissa Kauranen – yes.

VOTE: 5-0-0 (Unanimous)

5. DIRECTOR'S REPORT

COA Board Files: Files must reside at the COA. Files do not need to be locked due to the files being public records.

MOTION: Board Member Elaine Lemoine Voted to keep the COA files in the computer/game room at the COA. Sharon Frank seconded. Roll Call: Board Member Sharon Boyer – yes, Board Member Lynn Wheatley-Beaupre – yes, Board Member (Chair) Melissa Kauranen – yes.

VOTE: 5-0-0 (Unanimous)

COA Events

COA BBQ sold out. The Wareham Elks capacity is 150. Country Fest is next week. When the COA hosts event at the COA, the capacity is 120 – 130. The Halloween Costume Party capacity will be 100 due to games/tables. Marc Anthony's will be catering for the Holiday Event.

Event RSVP

Concern addressed on fairness of RSVP due to the newsletter being released instantly when submitted to LPI. Those signed up for online access can view the newsletter immediately and call to RSVP to events where residents who receive the newsletter via mail don't receive the newsletter until a week later.

New Partnership Announcement

The Wareham COA and WCTV (Local Cable) have partnered to launch a new segment called Seniors Matter. The segments are 10 minutes in duration. The November Segment will be on Fuel.

Code of Conduct

Sharon Rice to work on a Code of Conduct (of behavior – online and on site) for the COA. A draft is done and ready to go to Derek the Town Administrator.

Parade

Elaine Lemoine to represent the COA in the parade.

6. BOARD MEMBER UPDATE & VOTE

Update on Board Member Vacancies

No nominees attended the September 26, 2023, Select Board Meeting. The next Select Board Meeting is October 10th, 2023. However, the COA Nominees will be on the Agenda for October 17th, 2023. Nominees, please look out for an email for attendance.

Gratitude of Service

Sharon Frank suggests Elaine Lemoine, COA Clerk to send a letter of Gratitude of Service to Marie Riley.

7. **COA LOGO**

There was an open discussion between the Board Members of the COA on the Logo. Adjectives describing the representation and core values of the COA; inclusion, advocacy, community, empowerment, protection, safety, dignity, friendly, supportive, strength. The discussion continued around the color palette of the logo, the size and shape of the logo, budget to create a new logo and the timeframe for the project.

8. **CITIZEN PARTICIPATION**

Not at this time

9. **ADJOURNMENT**

MOTION: Board Member Lynn Wheatley-Beaupre moved to adjourn the Council on Aging Board Meeting at 11:01am. Elaine Lemoine seconded. Roll Call: Board Member Sharon Frank – yes, Board Member Sharon Boyer – yes, Board Member (Chair) Melissa Kauranen – yes.

VOTE: 5-0-0 (Unanimous)

Respectfully submitted
Nicole Botelho
Wareham COA Transcriber

The foregoing minutes were submitted to the Board of Selectmen on:

Attest: 
Elaine Lemoine, COA Clerk

Date Signed: 11-02-23

ATTACHMENTS SUBMITTED:

I. Meeting Minutes from September 7th, 2023