

**COUNCIL ON AGING  
BOARD MEETING MINUTES DECEMBER 12, 2002**

**Meeting called to order at 3:00pm by Brunetta Wolfman, Chair.**

**Present:** Brunetta Wolfman, Valerie Carrano, Dir., Anita Berman, Gladys Johnstone, Gerry Brennan, Roberta Elliott, Alt., **Friends:** Margie Perry, Pres., Vern Wilson, Treas.

**Minutes from the November 14th Board Meeting were approved as corrected** – to be e-mailed by secretary to Town Clerk.

**Correspondence:**

- Letter sent by B. Wolfman to Town Manger, copies to Ted Meyer and others, endorsing the use of new electric traffic signage to be purchased from the Town budget or grants.
- Letter sent by B. Wolfman to the Selectman reaffirming the Boards continued approval of “site Y” for use for the Cape End Manor.
- Letter sent to Dennis Anderson of the Manor regarding Arthur Duarte obtaining the cane as the Town’s oldest citizen. G. Johnstone explained that Claudia Martin said that Mr. Duarte received the cane in the presence of his family. B. Wolfman to confirm with Town Clerk.

**Director’s Report:**

- Received feedback from V. Wilson making corrections to the list of people receiving the Friends’ Annual Appeal letter.
- We now have an accurate list of people who will receive the “welcome-to-your-COA” letter. The Friends will fund the stamps, labels need to be made, and B. Wolfman will set up a folder and a system for the Board members to come in to sign and stuff the letters into envelopes when they are ready.
- The Gay/Lesbian/Friends Tea Dance was enjoyed by all that attended – about 50. Chris Hottle worked really hard and should be commended for her efforts. People came from all over the Cape – Hyannis, Orleans, Wellfleet, and Truro. Another, smaller event, will be held in the future.
- Written nominations for “Senior Citizen of the Year” will be accepted till the end of Feb./beginning of Mar. for selection by the Director in early April. Guidelines for nominations were handed out.
- Terry Nezbeth, part-time office worker, is leaving to work full time at HOW. She will be missed.
- It was suggested that another, more formal letter be written, this time to the Selectmen, commending Dennis for his outstanding work with the COA. In this way, the letter can be incorporated into his personnel file.
- COA received a grant for \$6,000, the maximum, from Elder Services of Cape Cod and the Islands to begin Jan. 1, 2003 and run for 9 months. It will cover a 3-pronged program: to identify the household caregivers in Town, to run an 8-week caregivers training course with the VNA and Alzheimer’s’ Group for Town and neighboring towns, and provide respite at \$10/hr. or \$100/day for caregivers.
- Perhaps in next year’s Friends’ Annual Appeal letter, we could use a box for checking off if people are interested in volunteering at the Senior Center.
- The Friends will fund the leasing of a small coffee vending machine for the Senior Center, which also dispenses tea and hot chocolate. Machine has minimal maintenance; low leasing cost and should raise funds for the Friends.

**Friend’s Report:**

- \$3,862 has been received so far from the annual appeal.
- The bake sale at the Art Association brought in \$467. Huge thanks to B. Wolfman, G. Howe, V. Wilson for working all day at the Sale.
- B. Wolfman donated her Provincetown art cards to the Friends for them to sell along with their cookbooks.

**Old Business:**

- No volunteers needed at the moment.
- B. Wolfman is still working on the “Beauty is Ageless” project.
- M. Perry handed out flyers for the Gastric By-Pass Surgery Seminar to be held at the Senior Center on

Tuesday, 1/21/03 from 3:00 to 4:00pm.

- TRIAD Group is meeting every month and the first issue addressed is house numbering.

**New Business:**

- The Art Association in an outreach attempt has asked the COA to select works from their permanent collection to be shown from Feb. 28<sup>th</sup> to April 27<sup>th</sup>. G. Brennan was asked to coordinate and will ask people interested to come together and meet at the COA for the selection process.
- As requested to all Town Boards and Commissions, B. Wolfman, as Chairperson, will draft a report for the next meeting to be submitted to Town Officials by 1/10/03. This report will show how the COA has met the goals it set for itself in the beginning of the years.

There being no further business, it was motioned and seconded to adjourn the meeting. **The next meeting will be December 5, 2002 at 3:00p.m. in room #6 of the Grace Gouveia Bldg.**

Respectfully submitted,  
Gerry Brennan, Secretary