

TOWN OF SHEFFIELD  
COUNCIL ON AGING  
JANUARY 10, 2017  
SHEFFIELD SENIOR CENTER  
4:00 pm

Board Members Present: Kathy Staropoli, Chairman  
Michelle Harwood  
Dorris Van Deusen  
Patricia Hardisty  
David Steindler  
John Gilligan

Others Present: Jennifer Goewey, Executive Director  
Madonna Meagher, Assistant to the Director

Board Members Absent: Helen Johnston  
Richard Magen  
David Smith Jr.

**APPROVAL OF MINUTES:**

John Gilligan moved to approve the November 15, 2016 minutes as presented, seconded by David Steindler. The motion carried unanimously.

**FY 17 FORMULA GRANT:**

Director Goewey updated the board regarding the State FY17 Formula Grant. The contracts have been released by the state and the original amount was fully funded. The contracts were signed by the Town Administrator and submitted to the state.

**BUDGET REPORTS:**

Director Goewey presented the Council on Aging (COA) FY17 budget, noting that the report now includes an accounting of the gas expenditures. Director Goewey also presented the FY17 Formula Grant Budget, noting that now that the funds are available the expenditure trend will change for the remainder of the fiscal year. Dorris Van Deusen moved to approve the FY17 (COA) Budget and the FY17 Formula Grant Budget as presented, seconded by Michelle Harwood. The motion carried unanimously.

**COLLABORATION WITH THE SHEFFIELD LIBRARY:**

Library trustees Pat Levine and Frances Roth were present to discuss collaborating with the Council on Aging. Pat Levine inquired about who governs the Council on Aging, what the mission statement is, funding and discussion ensued. Pat Levine was interested in possible areas of collaboration between the library and senior center, asking Director Goewey for input. Director Goewey stated that she felt that collaboration is beneficial when applying for grant

funding, as well as supports building community. It is her recommendation that if various entities are interested in collaborating, they could pick an event annually to sponsor, forming a sub-committee to assist in the planning. Assistant Meagher expressed an interest in collaborating by the library hosting a senior center display that could be updated regularly, tying into a specific program at the senior center. Assistant Meagher also informed the Library Trustees that we have an activities committee for planning purposes that they are welcome to attend.

Moving forward, Frances Roth requested that the Council on Aging approach the library Trustees if we have any issues or concerns. Director Goewey inquired about any issues she may be unaware of and discussion ensued.

The Library Trustees Pat Levine and Frances Roth left the meeting.

Director Goewey expressed concerns regarding the Library Trustees sitting at the table designated for the Council on Aging, and subsequently leaving with documents that had not yet been reviewed and discussed by the Council on Aging.

Board member Michelle Harwood left the meeting early.

#### **FY 18 BUDGET:**

Director Goewey presented a draft FY18 COA budget to be submitted to the Town Administrator, giving an explanation for each line item, and discussion ensued. Board member David Steindler noted that the FY17 Budget figures as presented, are not a true reflection because the Board of Selectmen voted to hire a part time van driver in FY17. This increase in the budget should be reflected in FY17, once the transfer from the Finance Committee takes place. Patricia Hardisty moved to approve the FY18 (COA) proposed budget as presented, seconded by Dorris Van Deusen. The motion carried unanimously

#### **EXECUTIVE DIRECTOR UPDATE:**

Director Goewey briefly updated the Board on the progress of on-going projects, including receiving two additional quotes for fabric acoustic panels that has been forwarded to the Town Administrator. The assistive listening devices are being delivered on January 11, 2017 that were purchased for the Center. Director Goewey updated the board that no delivery date has been given for our new van, reassuring them they should not be concerned. Lastly, the cabinet installation project is now complete. Director Goewey reminded the Board that the center will be closed on January 16th and February 20, 2017.

#### **CHAIRMAN ITEMS:**

Chairman Staropoli did not have any items to present.

#### **MEMBER ITEMS:**

David Steindler stated that the Sheffield library bought a telescope and will host an evening program to view the eclipse of the moon on February 10, 2017.

**FRIENDS ITEMS:**

Director Goewey gave a brief update on behalf of the Friends stating the lower level is nearing completion. She reported that a Murder Mystery fundraiser is planned for April 7<sup>th</sup> at the Senior Center, and their next meeting will be held in March.

John Gilligan moved to adjourn the meeting at 4:57 pm, seconded by David Steindler. The motion carried unanimously.

Respectfully submitted by,

Madonna Meagher  
Assistant to the Director

Documents Reviewed:

Minutes, FY17 COA Budget, FY17 Formula Grant Budget, Proposed FY 18 Budget, Senior Center Mission Statement