

**COUNCIL OF AGING BOARD MEETING  
409 PLYMOUTH STREET  
HALIFAX, MA 02338**

**DATE of Meeting:** March 19, 2024 9:30 a.m.  
**NOTE:** Held every 3<sup>rd</sup> Tuesday of the month  
Selectman Meeting Room – First Floor  
499 Plymouth St Halifax

**Members Present:** Darlene Regan - Director, Mike Rugnetta, Jean Gallant, Ruth Walters, Judy Rakutis, Sarah Sloat, Fred Corrigan.  
Guests - Cody Haddad

**Secretary's Report:**

- Called to order at 9:30am by Jean Gallant.
- Reviewed Minutes of February 2024
- Fred Corrigan made a motion to accept the minutes, second by Judy Rakutis. no revisions, voted and approved.
- COA website now has all previous meeting minutes up to date online.

**Chair's Report:**

- Jean Gallant requested info on Volunteer Brochure, and an update on its progress. Darlene stated that she is still gathering the documents needed.
- Jean reiterated the desire to keep COA meetings to 90 minutes or less.
- COA brochure discussed again. No final determination made, except that brochure, in whatever form it takes, would be a COA piece of information to be given to real estate agents when selling homes in Halifax so anyone moving to the community has the information on how to access COA services. Additional info discussed about placement of brochure at local places, library, town hall etc. No final details on that placement yet.
- Jean Gallant provided an informational guide developed by the State of Mass Council on Elder Affairs. Darlene said she will look for a more updated piece.

**Director's Report/TA Cody Haddad:**

Budget Report

- Darlene was unable to print full budget review. She did provide gifts & activities activity sheet and revolving acct activity sheet.
- Cody Haddad was able to print and provide the financial information the board had requested.
- Discussion about role of COA board/director relationship:

- Cody stated that the COA board should be a resource in partnership with the director and staff for the community.
- Fred asked that the board follow Roberts Rules for meetings, and parliamentary procedures. That people should not be interrupted when speaking, and be heard in their entirety.
- Darlene asked that we have Area 58 record the meetings so they can be accessed by the community. Darlene to contact and finalize this process.
- Jean and Darlene agreed to meet prior to monthly COA board meetings to review and agree on agenda items. Darlene agreed to invite Jean to the COA office to discuss on the Tuesday prior to the April meeting and the Tuesday prior to each meeting going forward.
- Darlene provided info from a UMASS survey of senior needs.
- Darlene asked that the COA board try to attend COA events.
- Darlene to review and update info on new to town brochure by Friday March 22.

#### Stats and Events Report

- total of 2500 ppl serviced by COA(some are duplicates)
- Darlene working on grant for art programs.
- Darlene to contact the COA board with volunteer opportunities and to ask board when help is needed for programs at the COA.

#### GENERATIONS

- No new news, board working on committees.

#### SHINE

- no report

#### OCES

- Barbara was not in attendance, no report.

#### TRIAD

#### **Correspondence:**

- none

#### **PUBLIC DISCUSSION AND OTHER BUSINESS DEEMED NECESSARY BY THE CHAIR:**

- none

#### **Adjournment 11:10am**