

**TOWN OF BOURNE  
BOURNE VETERANS MEMORIAL COMMUNITY/SENIOR CENTER  
COUNCIL ON AGING BOARD OF DIRECTORS  
MINUTES OF 12/15/22**

**MEMBERS PRESENT:** Marilyn Jackson, Bev Armando, Lorraine Young, Barbara Scott, Ken Blanchard, Jean Hills, Julie Dateo, Sandra Barnard, Gerri Parham-Andos, Eda Cardoza

**ABSENT MEMBERS:**

**EXCUSED MEMBERS:** Lorraine Young

**OTHER PRESENT:** Debi Oliviere, Kari Phinney, Marlene McCollem

**Meeting called to order at 11:03 a.m.**

**Marlene McCollem, the Town Administrator, was introduced to the Board and opened the floor to questions.**

- **Eda asked if there were any plans to open the dining room. It is being considered for FY24.**
- **Ken inquired about adding more support groups to the COA. Marlene is relying on the Board to make suggestions to Deb to close any gaps in services that they notice.**
- **Julie questioned whether we would be having another Supportive Day Program. Deb explained about how grant money was used and potential plans for a part-time respite program.**
- **Gerri inquired about the problems that the community building has had. Kari advised that the Activity Room bathrooms have been fixed. Marlene was not aware of the mold issue that we have. Ventilation and duct work is being addressed.**
- **Ms. McCollem explained her role as Town Administrator and working with each department and the Board of Selectmen.**
- **Ken asked what her “vision of the COA” is. While she sees the COA as “stable,” her primary concerns right now are infrastructure and the Fire Station.**
- **Marilyn questioned the budgeting for seniors per capita compared to other Cape Cod towns. Deb informed the Board about the allocation of the Formula Grant money.**
- **The increase in homelessness was discussed as not only a Bourne concern but an issue everywhere.**

**The Board thanked Marlene for her attendance at the meeting as Ms. McCollem left.**

**Debi discussed the staffing changes and addition of Christine Tanso to the Front Desk Clerk. A new position was created that combines Meghan's roles with Programs and Outreach. She also discussed the future plans for a meal Site Program and a Respite program.**

**MINUTES: Upon a motion made by Julie and seconded by Gerri, the board unanimously voted to approve the minutes of 11/17/22 as written into record.**

**PUBLIC COMMENT:**

**OUTREACH: Kari read the highlights from the Outreach report.**

- **Kari attended various meetings and trainings.**
- **Kari partnered with Bourne Fire Department and conducted presentations on Fire Safety and Outreach to Senior Housing facilities in Bourne.**
- **29 veterans attended our Veterans Breakfast.**
- **Kari delivered prepared turkey dinners to homebound seniors.**
- **Kari did not do any Knox Boxes.**
- **Kari completed 23 new fuel assistance applications.**

**DIRECTOR'S REPORT: Debi read the highlights from the Director's report.**

- **Debi attended various meetings and trainings.**
- **The design plans for the new playground area was discussed.**
- **Interviews were held for the Outreach/Program Coordinator.**
- **Debi and Meghan dropped off items for teenagers to Homeless for the Holidays.**
- **Promotional segment was held with Krissanne Caron from Recreation on the Open Space Informational Meeting that was held on November 7<sup>th</sup> with the public. The redesign of the outdoor space in the back of the BVMCC was discussed.**
- **50 year anniversary party was a success.**
- **The 2<sup>nd</sup> annual Sandra Vickery Turkey Dinner event provided 176 meals to seniors.**
- **16 seniors from the Coffee Talk and Veterans Coffee groups were brought to Upper Cape Tech for a meal funded by a food and socialization grant.**
- **46 seniors received their Covid and/or Flu vaccines.**
- **Upcoming events include Winter Cornhole, 8 week VNA Men's Fitness, Team Trivia, skin cancer screening, Puzzle Hour, 3 bus field trips, and beginning in February, AARP tax preparations.**

**OTHER BUSINESS:**

- **Updates on the Board manuals: The final review is not ready yet, but board member training will still be funded and provided.**
- **Debi clarified the paperwork that was given out last month.**
- **Debi handed out the old Mission Statement to the group, and suggested a subgroup to work on a new Mission Statement. Gerri, Julie and Jean agreed to be on the committee.**
- **Designating a Friend's liaison will be tabled for now.**

**Upon a motion duly made by Eda and seconded by Bev, the board unanimously voted to adjourn the meeting at 12:26pm.**

**Respectfully submitted,**

**Linda J. Rush  
Administrative Assistant**