

Old Saybrook Public Health Nursing Board
Town Hall, 302 Main Street, Old Saybrook, CT 06475
7:00pm, Thursday, December 12, 2019
Town Hall 1st Floor Conference Room
ANNUAL MEETING

Minutes

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I. Call to Order

- A. Chair Diane Aldi called the meeting to order at 7:03pm

II. Roll Call & Audience of Citizens

- A. Chair Diane Aldi DePaola, Sharon Craft, Priscilla Funck, Mary Briscoe, Mary Kennedy, Joe Termine & Amanda Merritt (Recording Clerk)
B. Audience of Citizens: Tina Belmont, VNASC Town Nurse reported on nursing and outreach activities see Old Business.
C. Absent: Elizabeth Owen, MaryAnn Iadarola,

III. Review and Approval of October 2019 Minutes

- A. A motion was made by Sharon Craft and seconded by Priscilla Funck to accept and approve the November 2019 meeting minutes. Motion carried unanimously.

IV. Review and Approval of November 2019 Treasurer's Report

- A. Review of availability of invested funds.
B. Joe talked with the OS Director of Finance regarding little interest being received on endowment funds.
C. A motion was made by Sharon Craft and seconded by Priscilla Funck to accept and approve the November 2019 Treasurer's Report. Motion carried unanimously.

V. Correspondence

- A. VNASC Report
B. \$100 for Nightingale fund was received and will be processed before end of year.
C. Letters from the First Selectman indicating that Priscilla & Sharon were re-appointed to PHNB until Nov 2022

VI. Old Business

- A. Tina Belmont, VNASC Town Nurse provided an overview
- Positive feedback from clients regarding VNA Clinics, doctors are referring their patients to the senior center to see the Town Nurse. Saybrook Village visits going well. The number of flu shots administered is down in doctor's offices and Flu Clinics probably due to the fact that people are using the pharmacies. Tina's availability and programs are posted on the bulletin boards, in the newsletters and in the Gazette.
 - Clarification regarding Regional Health Department (each member town contributes) deals with contagious diseases, septic, restaurant inspections, hair, nail, water testing, sanitation, tracking state epidemics. No overlap with town nurse and communicating and sharing information remains strong, Tina and Health Department stay in touch with each other.
 - Town nurse continues to visit: Saybrooke Village, Senior Center, Public Library, Food Pantry, home visits. No contact with school nurses (they answer to board of Ed).
 - VNA taps many sources to help people cover their care expenses. OSPHNB is last option. Foot care is free, only at Saybrook Village. If someone needs foot care but cannot afford it, Gretchen will get in contact with Tina to accommodate. Clients themselves are reaching out, Tina recommends the clients report the results to their doctors.
 - Positive feelings about VNA and Tina's availability as a resource.

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VII. New Business

- A. Election of Officers - Mary Kennedy was the Nominating Committee person and presented the slate of officers, everyone agreed to keep their current office. Mary asked other PHNB if they wanted the name put in nomination for an office. All declined. Sharon Craft officially nominated the slate of officers presented by Mary Kennedy. Seconded by Mary Briscoe, Carried unanimously.
1. Diane Aldi DePaola, Chairperson
 2. Elizabeth Owen, Vice Chairperson
 3. Joe Termine, Treasurer
 4. Pricilla Funck, Secretary
 5. MaryAnn Iadarola, Y&FS representative

Appointments

- Elizabeth Owen will run the scholarships, Mary and Sharon will assist.

B. Review of 2020-2021 VNASC Budget

- Joe discussed the 3% budget increase with Lee Ann Palladino, OS Director of Finance. PHNB budget has not been increased in past 5 years.

Motion was made by Sharon Craft and seconded by Pricilla Funck to accept and approve the VNASC 2020-2021 Budget. Motion carried unanimously.

- C. Approval of recording clerks' Time & Task invoice - A motion was made by Sharon Craft and seconded by Pricilla Funck to accept and approve the Clerk's Time & Task invoice of \$160.00. Motion carried unanimously.

VIII. Flanagan Fund

- A. Discussed recommendation of moving interest on the CD each year into cash on hand.
- B. Diane will review Flanagan endowment with Town Attorney M. Cronin. She will discuss the feasibility of changing the restrictions placed on the Flanagan Funds years ago by the board. Also, she will have the same discussion with the Selectman.

IX. Nightingale Fund

- A. Discussion of edits for the appeal letter that Diane will implement and include open space on the page for board member to add handwritten notes.
- B. Discussion of mailing list to include families of past scholarship recipients

X. Morris Fund - Nothing to discuss

XI. Adjournment

- A. A motion was made by Sharon Craft and seconded by Pricilla Funck to adjourn. Motion carried unanimously. At 8:33pm, Chair DePaola adjourned the meeting.