

**Carlisle Council on Aging Board Meeting**  
**Zoom video conference**  
**February 16, 2021 Minutes**

**Board Members Present:** Verna Gilbert, Maxine Crowther, Abha Singhal, Ann James, Sally Hayen, Jerome Lerman, Ann Quenin, John Ballantine

**Associate Members Present:** Wendy Barrow

**COA Staff Present:** Joan Ingersoll, Carol Grueneich

**Friends Representative:** Nancy West

**Select Board:** Alan Lewis

**Guest:** Deborah O’Kelly, Amy Livens

The meeting was called to order at 8:30 a.m. by Chair Ann Quenin.

**Secretary Minutes:** A **motion** was made by Maxine Crowther to accept the January 19, 2021 minutes submitted by Verna Gilbert. It was seconded and carried by voice vote.

**Director Report:**

- A **motion** was made by Verna Gilbert to accept the February 16, 2021 Director’s Report; it was seconded and carried by voice vote.
- The COA now has updated lists from My Senior Center to reach seniors 75+. Much time has been spent organizing for vaccine clinics, including CORI checks on 65 volunteers. Unfortunately, there is no vaccine in Carlisle so far.
- Joan and Carol are meeting with the Concord Carlisle Community Chest next week regarding the money they requested.
- The cost of exercise classes will increase from \$40 to \$60/3 month class. The increase is in line with what other COAs charge for similar classes. Scholarships are available to anyone for whom the increase is a hardship. Seven people are needed for a class to be taught.
- Fifty seniors have registered for Sweet Treats Express drive-through on Wednesday, where they will get Valentine-themed treats and hand-made face masks.
- The CCHS Student Advisory Committee will be coordinating a St. Patrick’s Day lunch drive-thru meal.
- With the updated newsletter mailing list, the newsletter will now reach 1166 Carlisle seniors; before it reached 888 seniors.
- The State Formula Grant for FY22 should be more than this year even if the dollars/senior decreases as the number of seniors in Carlisle has increased from 1030 (from the 2010 census) to 1700.
- The COA received a \$5,000 grant from the Greater Lowell Community Foundation for \$5,000 for food delivery to needy seniors.
- The Town Report is due on March 5. Joan will email a draft copy to the board on Friday, February 19. Board members should reply with additional information they would like included. Some comments today: additional work due to pandemic causing social isolation and need for more services, flexibility dealing with change, interdepartmental cooperation.
- The Revolving/Gift Accounts have over \$100,000. There was discussion about items we might need. Space is the most important, for gathering and offices. Joan said that if a new Fire and Police building is in the future, she would like very much to have at least some of the current Fire Station space. Alan asked Joan to figure out how much space

she would like. One suggestion was using part of the Fire Station for emergency housing. John mentioned that Highland might be repurposed to become several community housing apartments. This would help on-call fire department employees as well as others.

### **Social Worker Report**

- Carol had been doing a lot of outreach, including phone calls, helping with vaccine information, helping with isolation and in general, building relationships with seniors.
- Carol has been involved with the Storytelling Course. Twelve seniors have participated in four of the six sessions thus far. The seniors are very enthusiastic. Carol is planning three events, one with the school and two in the evening, so the seniors can share their stories. Carol would like to have annual storytelling events with different topics each year. John references the Decameron Project and Francesco Petrarch's work around the Black Death.
- Carol is using Mass Council on Aging grant money for dementia outreach. This would include dance therapy classes, a memory café, and information packets. This money must be used by June 30, 2021.
- Carol will provide written information about her monthly highlights to Joan, who will include such in her monthly reports.

### **Financial Report:**

- Jerry informed us that we are in good shape re spending and are concentrating on using grant money first. Any Friends grant money left over can be used next year. We will probably be giving funds back to the town since the pandemic has limited spending, especially for the drivers. Joan spoke to the LRTA and they okayed paying more of Debbie's salary using their funds than we had initially specified. They are flexible with how we spend the dollars they give us.

**Minuteman Senior Services (MMSS):** Sally told us that Minuteman now has a board development committee to help new members get up-to-speed. New members will be assigned buddies. MMSS also talked about how best to get legislators' attention. MMSS is having a virtual fundraiser walk May 1-9, raising funds from registrations and walk supporters.

**Friends of Carlisle Council on Aging:** Nancy West said their fundraising is going well and the Friends are currently discussing the Annual Meeting: whether to have it and, if so, virtual or in-person. Meetings via Zoom enlarge the number of available speakers.

### **Old/New Business:**

- Vaccine update: There is much frustration in Carlisle not being able to get any vaccine. Many volunteers spent an entire weekend erecting our three-bay structure to be used to vaccinate town folks. Joan sent email to seniors 75+ re vaccine availability at the Needham Public Health Department. The COA will provide rides up to 25 miles to seniors getting vaccinated. There are volunteers who will provide rides to more distant sites. Joan is starting a list dealing with homebound seniors who need vaccinating. And will provide information as available.
- Greater Lowell Community Foundation \$5,000 grant: This grant is for seniors with food-insecurity. UTEC in Lowell will provide food boxes with meals as well as produce to deliver to those in need. The COA is calling the program Healthy Harvest Meal Boxes. The COA will be reaching out to about 60 seniors about this. If there is a lot of interest, we could use some of our Revolving/Gift Account funds to continue this after the grant is

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used up. It was suggested that these boxes be made available to seniors not in need but for full price.

- Strategic Planning Meeting: Abha suggested having a Strategic Planning Meeting in mid-March. She will give Joan some dates to choose from.

**Next Meeting:** The next COA Board meeting will be Tuesday, March 16, at 8:30 a.m. via Zoom. Subsequent meetings are 8:30 a.m. on Tuesdays: April 20, May 18 and June 15.

**Documents Provided (via email):**

- Meeting agenda
- Minutes of January 19, 2021 meeting
- February 16, 2021 Director report

Submitted by Verna Gilbert, Secretary