

Carlisle Council on Aging Board Meeting
Zoom video conference
April 20, 2021 Minutes

Board Members Present: Verna Gilbert, Maxine Crowther, Ann James, Sally Hayen, Jerome Lerman, Ann Quenin, Elisabeth Bojarski, Abha Singhal

Associate Members Present: Wendy Barrow, Donna MacMullan

COA Staff Present: Joan Ingersoll, Carol Grueneich

Friends Representative: Joanne Forsberg

Select Board: Alan Lewis

Guest: Deborah O'Kelly

The Zoom 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 March 16, 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 April 20, 2021 Director's Report; it was seconded and carried by voice vote.
- There have been fewer calls regarding COVID vaccinations for seniors. The COA staff has helped some non-seniors get appointments and will continue to do so.
- Linda has spearheaded many new programs/events. Drive-thru events have been popular. Fitness this summer will be via Zoom only. By fall, hopefully indoor venues will be available.
- A volunteer appreciation event will be held in the fall. Sweatshirts have been ordered as gifts for volunteers.
- The results of Strategic Planning meetings will be shared with the board in May.
- The COA brochure, newsletter and website will be updated. LPI, the newsletter publisher, has a new design program, which includes graphic design support, as part of the contract renewal. LPI offers website hosting and design options, which will let the COA manage content while still being linked to the town website. This was approved by the Town Administrator; other departments also maintain their own websites.
- Now that more people are vaccinated, more seniors are booking rides.
- Shed planning is still ongoing.
- Debbie and Joan will attend a Department of Transportation (DOT) training session, which may lead to a DOT vehicle.
- The volunteer driver program has restarted for fully vaccinated seniors only.

Social Worker Report

- Healthy Helpings and Madd Love meal programs are well received. Open Table fully supports Healthy Helpings and Madd Love is supported for three months with Lowell Foundation funding.
- Carol is looking into a CHNA grant for a reading/story telling program for those with memory loss.
- Carol has started visiting seniors who are fully vaccinated. She is fully vaccinated also.
- The Joy of Movement Dance Program, a grant-funded program for those with memory or mobility challenges, will be held on May 20 and June 24. Four staff and two volunteers have signed up for training prior to the events.

Financial Report:

- Jerry informed us that we have spent 57% of our funds after 3/4 of the fiscal year. Spending is down because of the pandemic. When possible, items are being pre-purchased for next year. There are a lot of grants available this fiscal year, many of which hopefully will continue after the pandemic. Joan expects the COA will spend about 80% of its funds by fiscal year end.

Minuteman Senior Services (MMSS): Sally attended the April MMSS meeting and had several phone calls with her mentor.

Friends of Carlisle Council on Aging: Joanne Forsberg reported that fundraising is going well. The Friends Annual Meeting will be at 7 p.m. on June 9 via Zoom with Eric Evans speaking about technology security.

Old/New Business:

- Verna Gilbert, chair of the nominating committee, presented next year's slate: Ann Quenin, chair; Ann James, vice chair; Verna Gilbert, secretary; Jerome Lerman, treasurer; Abha Singhal, Maxine Crowther, Wendy Barrow, Elisabeth Bojarski and Sally Hayen at-large board members. Associate members are John Ballantine, Deborah O'Kelly and Amy Livens. There were no additional nominations from the floor.
- Alan Lewis requested our opinions on whether the town caucus should be via petition or in-person. The consensus was that in-person and outdoors would be best.
- Wendy Barrow suggested having a series of all-age community walks to get people outdoors and engaging with others. This might start with the one-mile loop from the school which was part of the COA road race in years past. The road race also had a three-mile loop, if there is interest. Logo hats would be given to those participating in these events. Joan and Carol, with help from Wendy, will pursue this further.

Next Meeting: The next COA Board meeting will be Tuesday, May 18, at 8:30 a.m. via Zoom. The June board meeting will be held outdoors if possible

The meeting was adjourned at 9:20 a.m.

Documents Provided (via email):

- Meeting agenda
- Minutes of March 16, 2021 meeting
- April 20, 2021 Director report
- Proposed FY22 COA board slate

Submitted by Verna Gilbert, Secretary and approved on May 18, 2021.