

**Carlisle Council on Aging Board Meeting  
Zoom video conference  
June 15, 2021 Minutes**

**Board Members Present:** Verna Gilbert, Maxine Crowther, 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:** Betty Lang

**Select Board:**

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

The in-person meeting at Town Hall was called to order at 9:30 a.m. by Chair Ann Quenin.

**Secretary Minutes:** A **motion** was made by Verna Gilbert to accept the May 18, 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 June 15, 2021 Director’s Report; it was seconded and carried by voice vote.
- The lobster roll lunch already has 93 registered for drive-thru and 30 for dining at St. Irene Church. Rainbow cookies for Pride month will complete the meal. The free Kimball ice cream event was enjoyed by 63 seniors.
- Senior Moments will return to Ferns in July. Monthly lunches and men’s coffees will resume in September. Market Basket van trips have re-commenced.
- Joan held a staff gathering for Peter Cullinane’s retirement at her home.
- Carol and Joan met with Bonnie Wilbur, social worker in Concord, to review what she had been doing for Carlisle residents under 60. Our Community Chest grant now includes funds for our COA to support these people.
- We received approvals from all relevant town departments and the town administrator for the medical equipment shed but need approval from the Select Board who will review the request on June 21. This will be paid for with funds from the Revolving Account.
- Many positive comments have been received regarding the Mosquito Letter to the Editor written by Joan and the board.
- The first part of Old Home Day will be Saturday, June 26. The COA will have a booth. The following board members will “man” the booth: AnnQ and Verna 10-11 (get there a few minutes early), Abha 11-12, Wendy 12-1, Sally 1-2. Joan will give Verna the materials for the booth. The COA van will participate in a parade that day.
- Meals on Wheels drivers delivered 157 meals to 8 seniors in May.

**Social Worker Report**

- Carol is building relationships with Peter’s clients. She is also helping a senior stabilize her home situation, such as getting MOW and home care services.
- Carol started a support group for seniors with adult children who they support. So far there are five participants. She is looking into starting a support group for caregivers and a grief support group.
- Story telling is meeting twice a month.

- Friendly visitor visits have started again. So far, three volunteers are visiting. Carol is looking to match up a couple of other seniors.
- Carol is starting a community services work group to include religious leaders, fire and police chiefs, board of health, neighbor response team, school representative and possibly others. The goal is to share information and resources and expand outreach to vulnerable residents.

**Financial Report:**

- Jerry informed us that the COA will have some surplus funds in the operating budgets. Grants will be spent. We are in good shape.
- Tim has approved Joan's requests that Linda and Carol get paid for the additional hours they have worked thus far this year at the new rates, which are formalized as of July 1. At that point they also will use their new titles.

**Minuteman Senior Services (MMSS):** Sally told us that MMSS discussed the difficulties that COVID caused, such as getting home health aides and MOW drivers. She passed around their Annual Report for Carlisle. All MOW volunteers now must have HIPPA training as well as CORI checks by MMSS. They will also be MMSS volunteers, so MMSS can track their training schedules.

**Friends of Carlisle Council on Aging:** Betty Lang discussed the Zoom Annual Meeting. The Friends will only meet once during the summer.

**Old/New Business:**

- Next year's Nominating Committee was selected: Wendy Barrow will be chair, with Deborah O'Kelly and Verna Gilbert members.
- The annual summer meeting this year will be Tuesday, August 17. The board meeting will be at Town Hall at 5 p.m. and will be followed by a potluck supper at Verna Gilbert's, 17 Pheasant Hill Lane. Verna will send out more information toward the end of July.
- Board meetings will continue to be the third Tuesdays of the month in the morning. The precise time will be determined after Joan talks to Tim Goddard about the time of his staff meetings.

**Next Meeting:** The summer meeting will be on Tuesday, August 17, starting at 5 p.m. with a board meeting at Town Hall and followed by a potluck supper at Verna's.

The meeting was adjourned at 10:10 a.m.

**Documents Provided (via email):**

- Meeting agenda
- Minutes of May 18, 2021 meeting
- June 15, 2021 Director report

Submitted by Verna Gilbert, Secretary and approved on August 17, 2021