

BERKLEY COUNCIL ON AGING  
Minutes of Meeting  
**April 1, 2021**

A regular meeting of the Council on Aging was held in the Activity Room on Thursday, April 1, 2021 at 11:30a.m. The meeting was duly posted.

Board members present: Chairwoman Margaret Moroff, Nancy Thompson, Wendy Cochrane and Arlene Medeiros.

Staff present: Amanda Blais, Director.

Public present: There were no members of the public present.

**I. Call to Order at 11:30a.m.**

Margaret Moroff called the meeting to order at the time stated on the posted agenda.

**II. Approval of Minutes**

Margaret Moroff asked for a motion to approve the minutes from the March 3, 2021 meeting. Motion made by Wendy Cochrane and seconded by Nancy Thompson. The motion passed unanimously.

**III. Treasury Report**

The Director read aloud her Director's Report to the Board. The Director's Report will be attached to Minutes of the Meeting. The Director provided a financial report to the Board. The Board did not review the financial report due to time constraints, however the Board stated they would review on their own time.

**IV. Committee Report**

The Director informed the Board she has allowed the Quilting Club to extend their hours until 3pm.

The Board discussed offering additional Aerobics classes on Fridays. Aerobics continues to meet outdoors. Monday classes continue to meet at the Library parking lot and Friday classes would meet at the Town Hall parking lot. Margaret Moroff asked for a motion to approve offering additional Aerobics classes on Fridays. Motion made by Nancy Thompson and seconded by Arlene Medeiros. The motion passed unanimously.

The Board discussed programs and activities such as Line Dancing, board games, and card games are currently on pause due to COVID-19.

Nancy Thompson informed the Board that the Lose to Win Challenge would be expanding the weigh-ins by one week due to the challenge starting a week later. The Director would check with the Friends of COA to see if this was okay.

**V. Old and New Business**

The Director informed the Board of an email that was received from Heart to Home regarding the Grab n' Go lunch event. Great feedback was received from the Program Manager. Margaret Moroff stated there were extra lunches in the freezer that will be given to the Brown Bag recipients.

The Director informed the Board of an email that was received from the Berkley Boy Scouts Tiger Den. The troop was interested in utilizing the COA Activity Room to conduct their bi-weekly meetings. The Director has attempted contact with the troop, however the Director has not heard back to coordinate.

The Director informed the Board of the Hip Hop Dance Chair exercise class that is being offered through a grant from the Cultural Council. Margaret Moroff stated this class should be scheduled for outdoors due to COVID-19. Wendy Cochrane asked the Director to coordinate with the instructor to schedule and to check the instructor's availability. The Board discussed the possibility of using the Library's tent in the event of rain.

Nancy Thompson informed the Board she would be going through the old books on the bookshelf to make room for new books. Wendy Cochrane suggested contacting local nursing homes and Margaret Moroff suggested contacting homeless shelters who may be in need of books.

#### **VI. Correspondence and Emails**

The Director informed the Board of an Emergency Preparedness virtual training that is scheduled for April 21, 2021 at noon. The Director, Outreach Worker, and Board members will be in attendance.

The Director asked the Board for suggestions to acknowledge Mother's Day. The Board agreed that putting something in the May newsletter would suffice.

Nancy Thompson informed the Board that she and the Director would go through the medical supplies in the COA shed. Nancy Thompson stated she would donate the supplies to St. Vincent's Church. The Board was not opposed.

The Board reviewed an email that was sent by the Town Administrator regarding keys to the Director's office. Per the Board of Selectmen, the following individuals that are allowed to have keys to the office due to security issues include the Director, the SHINE/Outreach Worker, and the Town Administrator. Nancy Thompson did not agree with the decision. Margaret Moroff stated another discussion could occur if not having access to the office becomes a problem.

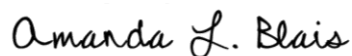
#### **VII. Future Business**

There were no members of the public present.

#### **VIII. Adjournment**

There being no other business before the Board, Nancy Thompson made a motion to adjourn and was seconded by Arlene Medeiros. The motion passed unanimously. Meeting adjourned at 12:38p.m. The next scheduled meeting will be Thursday, May 6, 2021 at 11:30a.m.

Respectfully submitted,



Amanda L. Blais  
COA Director



# COUNCIL ON AGING

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April 1, 2021

## Director's Report

### Community Involvement

- Easter dinner senior list submitted to Congregational Church. Delivery will be on Easter between 11am and 1pm. List included recipients from previous Thanksgiving and Christmas dinner delivery, as well as seniors from the Brown Bag program.
- Eden Jones from the Historical Society presented the idea of having an Art Gallery Viewing here at the COA. The goal is to promote attraction to what the Historical Society has to offer. More information can be provided should the Board need it to obtain a vision of how the viewing would happen.

### Budget & Grant Funding

- FY21 COA budget and grant funding balances (see attached spreadsheets).
- Budget meeting on 3/30/21 with Town Administrator to discuss FY22 COA general budget.
- \$10,770.00 grant awarded from MCOA to assist with social isolation among our senior residents. All senior residents will receive a "goodie bag" from the COA and volunteers will be asked to put the goodie bags together, as well as go door to door to hand deliver the bags. The goal is to reach each senior during COVID times and let seniors know that the COA is open and resources are available. Contract has been signed by BOS and COA Director. Currently awaiting finalized contract from MCOA to be able to spend funds.
- FY21 Formula Grant \$10,752.00 received. Funds can now be spent since money has been received.

### Meetings

- Meeting on 3/25/21 with Ed Duggan from Cable Access to discuss starting COA channel for seniors. Ideas discussed included cooking/baking shows, collaboration with seniors and Berkley Boy Scouts, collaboration with younger generation and seniors, Director/Outreach educational, informational and updates regarding COA

and impacts for senior residents. Next meeting scheduled for 4/7/21 to discuss a formal schedule and logistics for broadcasting.

- Bristol County Regional meeting through MCOA attended every other week. A 'Small and Rural Conference' will be held virtually on April 28, 2021 from 10am-3:30pm. Workshops include food insecurity, COA transportation, boundaries, resilience during COVID-19, regional collaboration, psychological tools for holding uncertainty with our seniors, grandparents raising grandchildren, and COA programming in a post-pandemic world.

### Webinars & Trainings

- Webinars attended:
  - Bi-weekly COVID-19 update through Executive Office of Elder Affairs
  - Working with Friends of COA
  - Social Security during COVID-19
  - Service Animals: An Overview of the ADA and Other Disability Rights Laws
  - Understanding the 3 D's: Dementia, Delirium, and Depression
- Trainings registered for through Boston University as a member of MCOA
  - Working with Older Adults
  - Suicide Prevention among Older Adults
  - Substance Use among Older Adults

### Updates

- Town Clerk worked with the software company that operates the Town of Berkley website to provide access to the COA Director. The Director is now able to maintain the COA website to upload updates, information, resources and activities schedule. The Director will not have access to past meetings, agendas or meeting minutes.

Sincerely,

*Amanda L. Blais*

Amanda L. Blais  
Director