

BERKLEY COUNCIL ON AGING
Minutes of Meeting
July 2, 2021

A regular meeting of the Council on Aging was held in the Activity Room on Friday, July 2, 2021 at 9:00a.m. The meeting was duly posted.

Board members present: Chairwoman Margaret Moroff, Vice-Chairwoman Nancy Thompson and Arlene Medeiros. Wendy Cochrane arrived at 9:20a.m.

Staff present: Amanda Blais, Director.

Public present: Elisabeth Monkowski

I. Call to Order at 9:00a.m.

Margaret Moroff called the meeting to order at precisely 9:08a.m.

II. Approval of Minutes

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

Margaret Moroff asked for a motion to approve the minutes from the June 14, 2021 emergency meeting. Motion made by Arlene Medeiros and seconded by Nancy Thompson. The motion passed unanimously.

III. Director's Report

In an effort to save time during the present meeting, the Director requested all Board members read the Director's Report prior to the meeting. The Director will not be reading the report during the meeting unless to provide clarification.

Regarding the Blood Pressure Clinic, Nancy Thompson asked about senior participation, since the Council on Aging is paying the Nurse to provide the service once per month. The Director responded that, on average, senior participation is low; the Nurse receives few participants during the first hour of the clinic, which leaves the Nurse with no participants during the second hour. Nancy Thompson asked that the Director look at participation over the next six months and the Board will then have to decide whether or not paying for the service is worth the low participation rate. The Director reminded the Board the contract with Community Nurse Home Care may be for a full year, however the Director will review the contract and will bring details of the contract at the next Board meeting.

The Director informed the Board an email was sent to Representative Norman Orrall regarding the process of the FY23 Earmark Grant. A response has yet to be received by Rep. Orrall's office.

The Director informed the Board that the Berkeley Museum in Middletown, RI cannot accommodate a large group for a tour of the museum. The Council on Aging received a grant to cover the cost of transportation to the museum from the Berkley Cultural Council, however the details of the trip were not pre-planned prior to requesting funds. Arlene Medeiros, who is also a member of the Cultural Council, informed the Director to request a change through the Cultural Council to see if funds could be transferred for another trip. Elisabeth Monkowski, liaison for the Friends of Council on Aging, informed the Board the Friends would pay for a lunch after the museum.

IV. Committee Report

The Director provided the Board with a spreadsheet of projected expenses for current instructors/activities for FY22. This led to a discussion among the Board regarding resident pricing and non-resident pricing for activities. Nancy Thompson asked the Director why there is a charge for ceramics but not for painting. The Board decided to set a fee for painting/crafts, which will be the same fee as ceramics: \$10 for residents and \$20 for non-residents. Nancy Thompson asked for the fees to be put in the next newsletter. The Board agreed to implement a \$2 recommended donation for all seniors. Nancy Thompson suggested placing a donation box at the Common Crossing, however the rest of the Board agreed that if a box were to be placed, it should be placed by the Friends of the Council on Aging, not the Council on Aging. The Board agreed to implement a fee for manicures: \$5 for residents and \$12 for non-residents. The Board discussed the idea of including a Needs Assessment in the newsletter for activities seniors would enjoy participating in.

V. Old and New Business

The Board agreed to table the continued discussion of the COA By-law Update until August. Arlene Medeiros informed the Board she would be unavailable for the most of July. A meeting date will be scheduled for September 2021.

The Director informed the Board that the Turkey Train trip to New Hampshire has been scheduled for Friday, October 15, 2021. The Director provided bus quotes from two bus companies the Council on Aging has used previously; the Board agreed to travel with Fisher Bus. After discussing bus fare and tickets for the train, the Board determined interested seniors who wish to participate would pay \$75.00 per person; residents and out-of-town seniors can attend. Nancy Thompson volunteered to open and close the doors to the Council on Aging on this day for seniors who will not be going on the trip. Margaret Moroff made a motion to allow Board members, the Director and active out-of-town Friends members to participate in trips and activities. Motion made by Arlene Medeiros and seconded by Nancy Thompson. Wendy Cochrane abstained. The motion passed with one abstained.

Nancy Thompson suggested a group of volunteers be sought to provide medical transportation to senior residents. The Board discussed putting something in the newsletter and on Facebook to recruit volunteers (volunteers must pass a CORI check and must show proof of car insurance). Wendy Cochrane suggested the Director ask the Town Administrator to reach out to GATRA representative.

VI. Correspondence and Emails

The Director informed the Board of the following correspondence:

- Discussion with Town Administrator regarding the cleaning of the COA Activity Room. Town Administrator will contact cleaning company to ensure the room is being swept and mopped. The cleaning company will not move furniture away from the walls to clean.
- The Director mailed a Thank You letter to Representative Norman Orrall and his staff for providing ice cream during the Quilting Club Display and Ice Cream Social.
- Joanne Crowninshield asked the Director if cards and board games could be added to the activities calendar. This activity will begin in August 2021.
- Nancy Thompson asked if the Council on Aging could be open for extended hours during hot weather. The Board agreed to work out a schedule to accommodate seniors in need.
- Amy King, our painting instructor, proposed the idea of offering weekly body sculpting classes. The Board agreed they would like to add the class to our existing exercise offerings.
- A high school student contacted the Director to inquire about volunteering at the Council on Aging. The Director encouraged the student to come in to talk about different activities the student could volunteer for.

- A CPR instructor approached the Director about offering a free, educational class to seniors. A certificate would not be distributed, however the class would provide important knowledge.

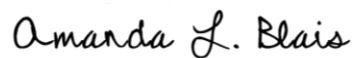
VII. Future Business

Members of the public did not offer input regarding future business.

VIII. Adjournment

There being no other business before the Board, Nancy Thompson made a motion to adjourn and was seconded by Wendy Cochrane. The motion passed unanimously. Meeting adjourned at 10:23 a.m. The next scheduled meeting will be Thursday, August 5, 2021 at 2:30p.m.

Respectfully submitted,

A handwritten signature in cursive script that reads "Amanda L. Blais".

Amanda L. Blais
COA Director