

BERKLEY COUNCIL ON AGING

Minutes of Meeting

October 7, 2021

A regular meeting of the Council on Aging was held in the Activity Room on Thursday, October 7, 2021 at 2:30p.m. The meeting was duly posted.

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

Staff present: Amanda Blais, Director.

Public present: Kathy Woodruff and Jeanne Russo

I. Call to Order at 2:30p.m.

Margaret Moroff called the meeting to order at 2:30p.m.

II. Approval of Minutes

Margaret Moroff asked for a motion to approve the minutes from the September 2, 2021 meeting.

Motion to approve the minutes was made by Nancy Thompson and seconded by Wendy Cochrane. 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.

Nancy Thompson asked the Director for clarification regarding the balance of the Program Donation account. The Director clarified that the overall balance in the account at this time is \$6,082.65, however the available balance is \$3,457.65; \$2,625.00 is the balance of the money collected from seniors who paid out of pocket for the Turkey Train trip. Nancy Thompson asked the Director to follow-up with other COA's to see how they are able to "charge" for activities, as well as update MySeniorCenter to reflect the recommended donation for each activity. The Director will look into how to make this change.

Brown Bag Program – The Director informed the Board she would check-in with Freetown COA, as a date/time for pickup had not been established at the time of the present meeting. The Director asked the Board for guidance as to ways to supplement the program should Freetown COA decide not to continue. Suggestions provided by the Board included St. Thomas' Our Daily Bread, St. Vincent DePaul in Middleboro, and Open Shelves Food Pantry. The Director informed the Board she had spoken with Meg Connolly who fundraises to produce "Basket of Hugs" to include non-perishable food items for our eligible Brown Bag recipients.

IV. Committee Report

The Board discussed ways to engage senior males in participating in activities at the COA. Wendy Cochrane suggested ax throwing, fishing trips, and bowling. Wendy Cochrane suggested putting something in the newsletter such as "Is there anyone who would be interested in going out for a day of bowling? Call the COA."

The Director informed the Board that Joan Blake was assisting with the coordination of the trip to the Boston Symphony Hall – Holiday Pops Show in December. Wendy Cochrane suggested having Joan Blake look into a lunch option off the premises of the Symphony Hall to reduce the cost for seniors. Nancy Thompson suggested asking the Friends of Berkley COA to sponsor the lunch.

V. Old and New Business

Jeanne Russo appeared before the Board asking for guidance regarding the Veteran's Meet n' Greet. Jeanne Russo asked the Board what they wanted her to do in reference to planning the event. Margaret Moroff stated a small gathering at the COA would be best. Wendy Cochrane informed Jeanne Russo and the Director to choose a date in November and her and Margaret Moroff would make small sandwiches for the event.

Margaret Moroff announced a reminder of the COA's Code of Conduct and Behavior Policy, reiterating there is to absolutely be no discussion of politics, petitions, ads or solicitations allowed in the COA; this must be enforced. Such discussions should be done outside of the building in the common area. Nancy Thompson suggested putting this announcement in the newsletter as a reminder and the Director has permission to enforce.

Margaret Moroff also announced a reminder for parking. Overflow parking for COA activities is available in the lot across from the COA building. Seniors participating in COA activities are not allowed to park in spaces reserved for Town Hall business.

VI. Correspondence and Emails

The Director informed the Board of the following correspondence:

- A resident called to see if the COA would be interested in a donation of a small turntable with records. Margaret Moroff suggested this resident call nursing homes that have dementia units.

VII. Future Business

Kathy Woodruff appeared before the Board with interest of joining the Board as a potential member. Margaret Moroff stated Kathy Woodruff must attend 3 consecutive meetings and state why she wants to be a member of the Board. Nancy Thompson stated Kathy Woodruff would need to submit a letter stating why she wants to be a member of the Board to the Board of Selectmen and the COA Board after attending the 3 consecutive meetings in order to be appointed.

The Board agreed to continue the discussion of the COA By-law Update in January/February of 2022.

VIII. Adjournment

There being no other business before the Board, Wendy Cochrane made a motion to adjourn and was seconded by Nancy Thompson. The motion passed unanimously. Meeting adjourned at 3:42p.m. The next scheduled meeting will be Thursday, November 4, 2021 at 9:30a.m.

Respectfully submitted,

Amanda L. Blais

Amanda L. Blais
COA Director

Adlene Medeiros
Margaret Moroff
Wendy Cochrane