

TOPSFIELD COUNCIL ON AGING BOARD OF DIRECTORS MEETING

May 12, 2020, 4:00 PM

TOPSFIELD TOWN HALL, 8 WEST COMMON STREET

VIRTUAL ZOOM MEETING

PRESENT: Penny Rogers, Charlotte O'Toole, Kimberly Love, Elaine Crippen, Joan Chiffer, Hannah Adelman-Menzer, Kendra and George Berube, Lynne Bermudez, Florence Brady, Paula Burke, Director

OTHERS: Beth Willis, Town Clerk

At the start of the COA Board meeting, the Chair read the following statement: Pursuant to Governor Baker's March 12, 2020 Order Suspending Certain Provisions of the Open Meeting Law, G.L. c. 30A, §18, and the Governor's March 15, 2020 Order imposing strict limitations on the number of people that may gather in one place, this meeting of the Topsfield COA Board is being conducted via remote participation. No in-person attendance of members of the public will be permitted, but every effort will be made to ensure that the public can adequately access the proceedings as provided for in the Order. A reminder that persons who would like to listen to or view this meeting while in progress may do so by following this meeting Agenda or contacting the Topsfield Town Clerk.

- I. **VOTE ON APPROVAL OF THE FEBRUARY BOARD MEETING MINUTES:** 9 Ayes and 0 Nays. Roll call of attendees required at Zoom meetings.
- II. Note: Hannah Adelman-Menzer not at meeting.
- III. **VOTE ON APPROVAL OF THE MARCH BOARD MEETING MINUTES:** 9 Ayes and 0 Nays. Roll call of attendees required at Zoom meetings.
- IV. **VOTE ON APPROVAL OF THE APRIL BOARD MEETING MINUTES:** 9 Ayes and 0 Nays. Roll call of attendees required at Zoom meetings. Note: Lynne Bermudez not at meeting.

III. DIRECTOR'S REPORT: Paula to supply info

III. REPORTS:

2. FRIENDS LIAISON:

According to COA Rep. Elaine Crippen:

No meeting was held.

2. DEMENTIA-FRIENDLY TEAM:

According to DFT Chairperson Joan Chiffer:

Joan was thinking about what could be added to the already robust virtual programming offered by the COA. Joan and her daughters enjoy having friends and family over for dinner. There is something very special about gathering together to share a meal, conversation, and laughter. Due to the quarantine this is not happening. Joan wanted to make it happen, so decided that it could be done in virtual form. An invitation for the "The Supper Club" will be sent out, beginning Wednesday, May 20th from 5:00-5:40 p.m. If it's worth continuing, it will be held most Wednesday evenings. There will be some form of entertainment each week, such as games, sing-alongs, etc., and sometimes a talented mystery guest. It will be a great way to catch up with each other.

3. INTERGENERATIONAL:

According to IG Liaison Hannah Adelman-Menzer:

- Hannah attended a wellness committee meeting last week on zoom with Melissa West, Proctor school Nurse, Andrew Prazaar and some other Proctor teachers. There was a lot of concern about safety around the garden usage and as of now there is no student involvement. Janet Wilkins, a COA member will be the head gardener and Hannah will support her use and management of the garden.

4. TRIAD LIAISONS:

According to TRIAD Liaisons George and Kendra Berube:

-Visiting less critical people. They are not reaching a lot of people. They did reach out to woman who lost her husband to Corona Virus. Made about 100 outreach calls and will continue with calls. Beth, Wideberg, Outreach Coordinator, is matching volunteers for calls, personal shopping, buddy system. It will be on a one-on-one volunteer basis.

IV. OLD BUSINESS:

-COA Policy and Procedures Update: Old language taken out re: chair. All old/new language re: term limits included. Changes to be made and will be revisited next meeting.

V. NEW BUSINESS:

-Kim Love's husband, James, will provide graphic design for July/August COA Newsletter.

-Birthday Cards to be sent to Topsfield Seniors age 70 and above. Friends will provide funds for postage.

VI. OTHER:

Motion was made and seconded to adjourn the meeting at 4:47 PM. Ayes:10; Nays: 0.

Next meeting: Tuesday, June 9, 2020 at 4:00 PM will be held virtually.

Respectfully submitted by Florence Brady, Recording Secretary/Clerk