

TOPSFIELD COUNCIL ON AGING BOARD OF DIRECTORS MEETING

June 9, 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 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.

ROLL CALL VOTE ON APPROVAL OF THE MAY BOARD MEETING MINUTES: Elaine Crippen made motion to approve February Minutes, motion seconded by Joan Chiffer. 9 Ayes, 0 Nays. Penny Rogers, Aye, Charlotte O'Toole, Aye, Kimberly Love, Aye, Elaine Crippen, Aye, Joan Chiffer, Aye, Hannah Adelman-Menzer, Aye, Kendra Berube, Aye, Lynne Bermudez, Aye, Florence Brady, Aye, George Berube not at meeting.

II. DIRECTOR'S REPORT:

-Food Security: MOW continues to expand; USDA Meat Delivery (10 lbs. distributed to multigenerational families); Top Cupboard Food Pantry modifying operations to Grab 'n Go model; Wednesday shoppers and individuals being served by volunteers.

-Outreach-Tax Work-Off Callers-Kendra and George are Board liaisons.

-Newsletter: July/August-4th Annual IG Week.

-Programming: New and adaptations (Technology Tips).

-Virtual Programming Expansion Initiative-Joan will serve as Board liaison.

-Transportation Options: COA Bus not yet operational; RSVP Medical Appointments available on limited basis; The Ride.

-Fiscal Year End: Evaluations, budget. COA will be getting money back. Peg Beauregard's position has not been filled because of town-wide hiring freeze.

-Social Services: "Community Resources" to be updated.

-Town Hall will be reopened, effective June 8th. Building is still locked. Meetings will be done by appointment only.

III. REPORTS:

1. FRIENDS LIAISON:

According to COA Rep. Elaine Crippen:

-The committee will be sending birthday cards to seniors, 70 and above... Kendra Berube, COA Board Member, has made some of the birthday cards to be sent out and the Friends are most appreciative.

-September membership drive will be done on-line.

-Next meeting will be held Thursday, June 11th.

2. DEMENTIA-FRIENDLY TEAM:

According to DFT Chairperson Joan Chiffer:

-DFT Task Force: Joan announced that in response to the closure of dementia day care centers due to COVID-19, the DFT Task Force has created a Virtual Resource Guide for dementia care partners. Using the guide will allow care partners the opportunity to more easily structure daily activities for their loved ones living with dementia. The Guide provides a myriad of resources including online activities, classes, virtual tours, live webcams, skill development, and more. In addition, we have included information about digital apps that have been specifically created for those living with dementia to help people live more independently for a longer period of time. There are apps that provide daily reminders, provide pertinent information, or feature brain games, puzzles, and training. Our comprehensive Virtual Resource Guide also includes a link that provides practical advice about home layouts and designs that can make daily life easier. On July 15 at 10:00 a.m., members of the DFT Task Force will join the COA's Coffee and Conversation to show attendees how to make the best use of the Guide.

3. INTERGENERATIONAL:

According to IG Liaison Hannah Adelman-Menzer:

-Proctor School and Janet Wilkins are doing a great job on the Proctor Garden. There is a possibility that a new Little Brook resident will be a backup when Janet is unavailable to care for the garden...

4. TRIAD LIAISONS:

According to TRIAD Liaisons George and Kendra Berube:

-Have not continued making calls. Beth Wideberg, Outreach Coordinator is continuing working on matching volunteers for calls, personal shopping, and buddy system on a one-on-one volunteer basis.

IV. OLD BUSINESS:

-Roll Call Vote on approval of COA Policy and Procedures Update: Motion made by Lynne Bermudez to approve, as amended, and seconded by Joan Chiffer. Aye, 9 Ayes, 0 Nays. Penny Rogers, Aye, Charlotte O'Toole, Aye, Kimberly Love, Aye, Elaine Crippen, Aye, Joan Chiffer, Aye, Hannah Adelman-Menzer, Aye, Kendra Berube, Aye, Lynne Bermudez, Aye, Florence Brady, George Berube not at meeting.

V. NEW BUSINESS:

VI. OTHER:

-The Supper Club - Joan Chiffer, COA Board Member, updated the board on a virtual program offering that she created for the COA. The Supper Club is a virtual place to gather with friends, and friends you haven't met yet, every Wednesday night to share a meal (if desired) while having enriching conversations, playing games, sharing laughter, and enjoying each other's company. At its heart, The Supper Club is hospitality - the reception and entertainment of guests with both generosity and kindness. Inspired by her own Mom, who lives alone, it is Joan's hope that The Supper Club will do its part to lessen the isolation that everyone is feeling as a result of COVID-19. The Club's soft-launch happened on May 20th with a small group of COA members. The full launch will occur on July 22nd.

-Town hall meeting will be held June 28th, 8:30 AM at the MASCO Football Field.

-Roll Call Vote taken to adjourn meeting. Motion made by Lynne Bermudez to adjourn meeting and seconded by Kendra Berube at 5 PM. 9 Ayes, 0 Nays. Penny Rogers, Aye, Charlotte O'Toole, Aye, Kimberly Love, Aye, Elaine Crippen, Aye, Joan Chiffer, Aye, Hannah Adelman-Menzer, Aye, Kendra Berube, Aye, Lynne Bermudez, Aye, Florence Brady, Aye. George Berube not at meeting.

-Next meeting: Tuesday, July 14, 2020 at 4:00 PM will be held virtually.

-There will be no meeting in August 2020. Meetings will resume September 8th.

Respectfully submitted by Florence Brady, Recording Secretary/Clerk