

TOPSFIELD COUNCIL ON AGING BOARD OF DIRECTORS MEETING
June 8, 2021, 4:00 PM
TOPSFIELD TOWN HALL, 8 WEST COMMON STREET

PRESENT: Chair Penny Rogers, Vice Chair Lynne Bermudez and members Elaine Crippen, Hannah Adelman-Menzer, Kim Love, George Berube, Kendra Berube, Florence Brady, and Associate Member Charlotte O'Toole. COA Director Kathleen Barbarisi was in attendance.

I. APPROVAL OF MINUTES:

Elaine Crippen made motion to approve the minutes of May 18, 2021. It was seconded by Kendra Berube and the motion carried 8-0.

II. DIRECTOR'S REPORT:

- Town Hall will be open every day, except Friday for three months, beginning first of June.
- Kathleen will provide more birthday cards because COA has funds available from grant to support card purchases.
- Meals on Wheels delivered Monday through Thursday. Frozen meals for Friday, or weekend will be delivered, if requested.
- Kathleen has been asked to sit on a meeting for Topsfield Food Pantry Board. The board is thinking about choosing a new member. This would provide her with an extra connection to seniors. They meet four times a year.
- MA COA Meeting went very well. It seems as though Topsfield COA is ahead of the game. Both Ipswich and Topsfield are now open.
- No updates to bus and garage status.
- Dexter Bishop organized a Grave Recognition Ceremony at Pine Grove Cemetery to extend Topsfield's commemoration of Memorial Day and it was beautiful.
- There will be some program changes. Virtual tours with Chrysa will be with us until September. Sally Palmer will be doing her "Restorative Yoga" live and could still provide yoga classes on Zoom. "Harmony with Hannah will be on Thursday, June 10th at 1 P.M. Card making with Kendra is going well. Next class will be Thursday, June 24th at 1 P.M. There have been 10 virtual craft presentations.
- Intergenerational Week – There will be a car show, Monday, August 9th from 11-2 P.M. There will be between 20 & 25 cars. The Fire Department will be coordinating the cookout and a scout troop will be organizing games. We will need a volunteer to help out with the car show planning. The responsibility is to be hands on in terms of coordinating the event. August 10th there will be a card making session, time TBD; August 11th Creative Coop will have a talent show; August 12th. Vinny will have a Silver Screening and there will be pizza and chips.

- Beth Wideberg, COA Sr. Administrator, will be on vacation next week. She needs to take leave by June because she cannot carry leave over to next period. Kathleen is looking for volunteers to help out from Friday through Thursday from 10-12 or 1-3 from June 14th-17th. Most support will be needed for answering phone. During board meeting Hannah and Kim volunteered to fill some of the hours.
- John Horrigan, Historian, will be providing two more presentations, every other week. He will present "Battle of Bunker Hill" on June 15th.
- The July/August "Scoop" will be sent out next week.
- Kathleen visited with Mary MacDonald at Rest Stop Ranch last Saturday. The area is beautiful, but the drawback to the ranch is the lack of parking area for visitors. Mary receives more out-of-town visitors than Topsfield residents.
- Ellen Hanson, Wini Sanders daughter, notified Kathleen that Wini passed away in April. There will be a "Celebration of Life" for Wini on June 27th at Gould Barn from 1-3 P.M. She was a lifelong resident of Topsfield.
- Working on speakers for future "Coffee and Conversations". Also, planning local trips for seniors.
- Kathleen will be on vacation the first week of August.

III. REPORTS:

1. FRIENDS LIAISON:

According to Penny Rogers, who substituted for COA Liaison Elaine Crippen:

-Discussions included Jazz Festival and Tomato Festival. Kathleen Hunt will be in charge of the Jazz Festival. The Friends are willing to sell at the ice cream booth. The Friends will contact the tomato festival about having a fund raising booth.

-Friends received a lot more donations this year.

2. COMMUNITY CONNECTIONS (Dementia-Friendly Team, Intergenerational, Craft Connections):

According to Dementia Friendly Liaison Joan Chiffer:

-The DFT Pen Pal Program will pause for the summer. Given the popularity of the program, and the willingness of both parties (DFT and the preschool) to continue working together, we will resume in the fall.

-The DFT Awesome Elders Story Time Program ended in May. Given the enormous success of the program, we will resume in the fall. Also, Joan and her counterpart at Steward School are discussing whether or not it is feasible for the program to be expanded to include the entire 3rd grade for the 2021-2022 school year.

According to Intergenerational Liaison Hannah Adelman-Menzer:

-Intergenerational Week will be the first week in August. More stickers made by Girl Scouts, 11-12 age group.

-Mrs. O'Leary's 4th grade tea time.

-Trip to Joppa Flats, Newburyport, TBD, and possibility of doing a Putnam Pantry trip.

-Mrs. Murphy, Coffee and Conversation TBD.

-Garden in May did not have solid care structure and the tomatoes failed. We will need to determine how we will support the garden so that the care will be less stressful and no pressure for students, or parents.

Craft Connections Liaison Kendra Berube:

-Kendra is in the process of making more birthday cards. She is available for the intergenerational card making session on August 10th in the morning or afternoon, once time is determined.

IV. OLD BUSINESS:

-The board still needs to fill Charlotte O'Toole's vacant COA board member position.

V. NEW BUSINESS:

-The COA Board voted for Penny Rogers to be Designated Person and Stephen Walsh to be Alternate Person to sign Payroll Warrants on behalf of the COA. Elaine Crippen made the motion and Kim Love second it. It was unanimous, 8 ayes 0 nays.

-The COA Board voted for Penny Rogers to be Designated Person and Stephen Walsh to be Alternate Person to sign Vendor Warrants on behalf of the COA. Kim Love made the motion and Elaine Crippen second it. It was unanimous, 8 ayes 0 nays.

VI. OTHER:

-Penny Rogers noted that the COA Officers appreciated the time on Zoom beginning March 2020.

-Board Membership – Elaine Crippen, Kim Love, and Florence Brady must renew their 3-year COA membership and Stephen Walsh his 2-year membership, after July 1st and before July 13th.

Motion made by Kendra Berube to adjourn the meeting. It was seconded by Elaine Crippen and carried 8--0 at 5:03 P.M.

-Next Meeting will be July 13, 2021, Annual Meeting.

-There will be no August meeting. Next scheduled meeting after August will be September 14, 2021.

Respectfully submitted by Florence Brady, Recording Secretary/Clerk

DOCUMENTS

Board approved June 8, 2021 minutes on July 13 2021 after the following amendments were made:

International Week – The Fire Department will not be doing the cookout.

Beth Wideberg, COA Sr. Administrator will be on "leave", not "vacation".