

# **TOPSFIELD COUNCIL ON AGING BOARD OF DIRECTORS MEETING**

**March 8, 2022, 4:00 PM**

**TOPSFIELD TOWN HALL, 8 WEST COMMON STREET**

**PRESENT:** Chair Penny Rogers, Vice Chair Lynne Bermudez, and members Elaine Crippen, Kim Love, Stephen Walsh, Hannah Adelman-Menzer, Florence Brady and Joan Chiffer

**OTHERS:** COA Director Kathleen Barbarisi

## **I. APPROVAL OF MINUTES:**

Elaine Crippen made a motion to approve the minutes of February 8, 2022. It was seconded by Florence Brady and the motion carried 8-0.

## **II. DIRECTOR'S REPORT:**

-Field trips are going well. Some Topsfield residents take the bus and some also opt to drive. The bus hasn't been completely full yet.

-Tax Work-Off underway at the Topsfield Library. Information will be sent out including the sign-up. There are 2 weeks left and currently it is not full like last year.

-The Formula Grant will be on the agenda on March 21st. The paperwork has been changed but it will be good for 9 years.

-Programming has either been hybrid or in person. Crafts with Kendra have all been in person.

-Looking for a new Yoga instructor

-Masco Chorus and Band will be collaborating with COA for a St. Patrick's Day concert on March 29th from 12:00-1:30pm. A boxed lunch and a special gift will be offered to all those who attend.

-It was discussed that field trip sign ups should be modified so that Topsfield residents have the first chance to sign up. Non-Topsfield residents can be placed on a waiting list and then called (a week or so in advance of the event) to let them know if there is space for them to attend. Kathleen stated that to date no one has been turned away from participating in an event.

## **• III. REPORTS:**

### **1. FRIENDS LIAISON:**

**According to COA Liaison Elaine Crippen:**

-A \$2,000 donation was given to FRIENDS from a donor in Boxford.

-Tickets for Johnny Mathis are going fast. So far, 13 people will be going.

-A Friends of the COA purchased a "Thank You" gift certificate for Kendra Berube.

-Membership recruitment begins in May.

-There were 16 people that attended the field trip to the Wenham Tea House

-Five members from FRIENDS would like to have a joint meeting on May 10th with the COA Board to discuss ideas together.

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

### **According to Dementia Friendly Liaison Joan Chiffer:**

-New “How To” links have been put up on the Topsfield Dementia Friendly site that instruct people, including dementia care partners, on various subjects such as how to operate your phone or tablet device.

### **According to Intergenerational Liaison Hannah Adelman-Menzer:**

- Flowers for Meals on Wheels were given out to residents created by the Topsfield Garden Club for Valentine’s Day.

-Valentine’s cards created by Proctor School students were also given out to Meals on Wheels residents.

-Hoping to connect with Creative Coop in Topsfield for an open mic event.

-There will be a “St. Patrick’s Day Dance and Sing Along” on Thursday, March 17th from 4:00-5:00pm. Two children will be dancing.

### **Craft Connections Liaison Kendra Berube (update given by COA Chair, Penny Rogers):**

-Craft card workshops are going well. An average of about 10 people attend the workshop and have a great time making beautiful cards. Valentine’s cards were a big hit!

## **-IV. OLD BUSINESS:**

-The Annual Report has been completed and turned in! There is a part that is talking about the COA Board and FRIENDS.

## **V. NEW BUSINESS:**

-Crowes Pasture will be performing on Thursday, April 7th, 4:00pm at the Topsfield Town Hall. This is a free family-friendly event to hear some contemporary folk music. FRIENDS will be applying to get a liquor license before the event as both beer and wine will be served.

## **VI. OTHER:**

-None

Motion made by Joan Chiffer to adjourn the meeting. It was seconded by Hannah Adelman-Menzer and carried 8-0 at 4:54pm.

-Next Meeting will be April 12, 2022.

Respectfully submitted by Kim Love, Recording Secretary/Clerk

## **DOCUMENTS**

Draft minutes for March 8, 2022.