

**TOPSFIELD COUNCIL ON AGING BOARD OF DIRECTORS MEETING**  
**June 14, 2022, 4:00 PM**  
**TOPSFIELD TOWN HALL**  
**8 WEST COMMON STREET**

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

**OTHER:** Charlotte O'Toole (Associate Member)

**I. APPROVAL OF MINUTES (from April 12, 2022 and May 10, 2022):**

Joan Chiffer made a motion to approve the minutes for the April and Elaine Crippen seconded the motion. The motion carried 9-0 and 1 abstained (Hannah Adelman-Menzer). Kendra Berube made a motion to approve the minutes for May and Lynne Bermudez seconded the motion. The motion carried 7-0 and 3 abstained (Joan Chiffer, Kendra Berube and George Berube).

**II. DIRECTOR'S REPORT:**

- There will be a Clyde Wheatley concert in 2 weeks on June 30th at 3:30pm. There will also be a speaker discussing Elder Abuse, both physical and emotional.
- Topsfield Town Common will be hosting their first "Homegrown Market" event. The dates are: 6/16, 7/21, 8/18, 9/15. All dates are on the 3<sup>rd</sup> Thursday of the Month from 4-6:30pm on the Town Common. Vendors and businesses, food trucks, live music, ice cream and more!
- "Concerts on The Common" will be starting up again this summer and the first one is on July 30th from 6-8pm!

**III. REPORTS:**

1. FRIENDS LIAISON: According to COA Liaison Elaine Crippen:

- The Strawberry Festival made over \$900 and there were many donations as well!

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

According to Dementia Friendly Liaison Joan Chiffer:

- Program currently on summer hiatus until the fall.

According to Intergenerational Liaison Hannah Adelman-Menzer:

- Fifth grade Proctor School students and Mrs. Lampe, Ellen Hartman and Kathleen Barbarisi worked together for some tomato planting. They learned about herbs and made lavender tea together.

According to Craft Connections Liaison Kendra Berube:

- Card making has been going strong and has been getting great attendance!

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

- Several board members' term on the board will be ending but they have all agreed to continue as members.
- The next Tomato Festival will be on September 10th from 11-3pm. Vendors and food trucks will be there!

#### **V. NEW BUSINESS:**

- Signature form discussed. There were 2 votes. Motion made by Lynne Bermudez for Penny Rogers to be designated person to sign payroll warrants and vendor warrants for fiscal year July 2022-June 30 2023. Elaine Crippen second the motion. 9 ayes 1 abstain. Motion made by Joan Chiffer for Stephen Walsh to be alternate to sign payroll and vendor warrants for fiscal year 2022. Florence Brady second it. 9 ayes 1 abstain.

#### **VI. OTHER:**

- **There will be no August meeting.**
- Motion made by Elaine Crippen to adjourn the meeting. It was seconded by Steve Walsh and carried 10-0 at 4:32 P.M.

**Next Meeting will be July 12, 2022.**

Draft minutes from June 14, 2022.

Respectfully submitted by Kim Love, Recording Secretary/Clerk