

**TOPSFIELD COUNCIL ON AGING
BOARD OF DIRECTORS MEETING
JANUARY 12, 2016
TOWN HALL MEETING ROOM
3:30 PM**

Board Members Present: Penny Rogers, Bill Quinn, Charlotte O'Toole, Jolene Guerra, Al DiDonato, Ruth Lucy, Florence Brady, Lois Carpenter, Martha Davis, Annette Cohen and Elaine Crippen.

Others Present: Gracia Clemson, Liaison for Friends of the COA and Ella Gutowski, Senior Care, Representative.

I. Approval of the Minutes: All approved.

II. Director's Report:

- COA's Office Secretary, Beth, will be out on medical leave for an undetermined length. This puts more of a time constraint on Jodi to respond to all the requests of Topsfield seniors.
- Selectmen have approved the request to increase Jodi's hours from 30 to 40 hrs./wk. Next the hours need to be presented to the finance committee.
- Jodi met with the pastor of the Congregational Church of Topsfield, Rev. Martin Reikert, to see about space in the church's Emerson Center for use by the seniors for exercise and craft classes, lectures, socializing, meals, etc. Spaces may be available from 9 AM to 1:00PM several days/wk. The area that may be used by seniors has wi fi and Jody will explore having the existing phone service transferred. Parking and safety issues need to be defined. There are 3 entrances to the area and the one off the parking lot has an elevator. Jodi will meet with Liz Mulholland to determine costs and how to proceed. The areas that could potentially be used by seniors are the present parlor, chapel and library.

III. Liaison's Report:

- There was no meeting by the COA Friends in December.
- Yard sale will be held early in April, 2016. Chris Roman will get the word out using the Face Book site for Residents of Topsfield. Five people have already signed up for the town wide sale at their homes. Others will be able to rent tables in the St. Rose church hall to bring in items to sell. They can either keep or donate their intake.
- The Friends of the COA is now meeting on the 2nd Thurs. of the month at 10:00 AM, at the Library on the second floor in the Topsfield Room.
- Senior Care, representative, Ella Gutowski, came to introduce herself to the Board and describe the role of her agency in the area. Senior Care is a consumer centered non profit which serves the needs of adults with disabilities and seniors. Ella is presently studying at Gordon College and planning to earn her Master's in counseling. She can be reached at ellegutowski@gmail.com. Senior Care meetings are in Gloucester on the last Wed. of the month from 9-11:30 AM.

IV. Old Business:

- Senior Needs Study still needs to be presented by U. Mass to the Selectmen at one of their meetings. Presenter had to postpone due to researcher's family commitment. The Board will be notified when the presentation will occur.

V. New Business:

- Town Hall Building Committee Meetings are ongoing with COA designated spaces in the plans. Committee will need the support/ and input of COA. It will be at least 2 and 1/2 years before the COA would be able to occupy the second floor of the Town Hall.

Motion was made to adjourn at 4:50 PM. All approved.

Next Meeting is 2/9/2016 at 3:30 PM in the Conference Room of Town Hall.

Respectfully submitted by Charlotte O'Toole, Recording Secretary

CHARLOTTE O'TOOLE
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