

TOPSFIELD COUNCIL ON AGING
BOARD OF DIRECTORS MEETING
TOPSFIELD TOWN HALL CONFERENCE ROOM
NOVEMBER 29, 2016 4:00 PM

PRESENT: Penny Rogers, Martha Davis, Ruth Lucy, Annette Cohen, Lois Carpenter, Jolene Guerra, Bill Quinn, Al Di Donato, Florence Brady and Charlotte O'Toole.

OTHERS: Kathy Faust, Friends of the COA Liaison; Paula Burke, Director of the Topsfield COA; two observing community members.

I. APPROVAL OF THE OCT. 11, 2016 MINS.: 10 approved, 1 abstained. No corrections needed.

II. LIAISON REPORT: Liaison activities are going well. Kathy Curran has joined the group. Their next meeting will focus on an upcoming fund raiser at a local restaurant, perhaps Texas Roadhouse.

III. DIRECTOR'S REPORT:

-Lease at Emerson ends on 12/31/16. COA will discontinue leasing space there due to the pricing. Trinity Episcopal Church on River Road has more space that is available to the COA for 3 days/wk from 9:15 to 2:45PM (M-W-Th) for less money. Pastor Johanna is very accommodating with our needs. Good heating and a full kitchen to use. Rent will be paid through formula grant monies and by the Friends of the COA. Need to commit for 6 mos. Can go for additional time. Lois Carpenter has 2 couches that she is offering for our use in the space. We will need to furnish the empty rooms.

Pre-school over there is a concern re: parking and pick up times. We need to avoid drop off and pick up times. Motion made and seconded to accept contract at Trinity Church for Jan. move. 10 in favor, 1 abstained.

-There is space for Town Hall offices on Rt.1 north in the back of the New England Business Park (brick bldg. that was formerly Christmas City).

-There will be 2 moves and movers: to pack up supplies at Emerson going to Trinity, then move us out of Town Hall to the Rt. 1 temporary office site. There will be a "drop in" day at Trinity on 1/9/17.

-A note will be sent to Emerson to thank them for housing our activities over the past 6 months.

- The newsletter will be in mailboxes in the next few days with notice of upcoming events for Dec and advanced notice of January 2017 events so people can plan ahead. Among those events are:

12/1 Local Artisan Fair

12/2 Methuen Memorial Music Hall performance

12/3 Holiday on the Green and Holiday Walk

12/8 Boxwood Tree Construction at Trinity

12/15 Holiday Dinner at Trinity

-COA members will assist children with an ornament activity at the Karate studio during the Holiday Walk from 3-7 PM.

-No special programming between Christmas and New Year's Day. There will be Meals on Wheels during that week.

In the works for the new year are:

1/13 Tour the Hill- State House in Boston

3/30 John Legend at Salem State

3/26 West Point Tour with stay at Thayer Hotel (Go on Sunday and return Monday night).

9/27 "Evita" at North Shore Music Theater

-Stan, our reliable bus driver will be retiring and will be honored at the Holiday Party.

-Greg will be working exclusively for COA and will be in charge of transportation for COA activities.

-A paid intern will be hired to help Peg log in all the new activities. Peg will have additional paid hours each week. Intern will work 6 hrs./wk and have good computer skills. Beth has gone to 32 hrs. wk.

-At recent Selectmen's Mtg., there were 71 pages of seniors who paid years of town property taxes which mostly supported children in the schools, but received little services themselves. "Taking care of seniors is not charity, it's an entitlement."

- TRIAD: All is going well. Volunteer based program of people who can help with people who need help. Beth Whatley is the volunteer who tries to match volunteers with people in need of help or a service.

IV. OTHER

-Lois Carpenter has this day resigned from the Board as she is moving out of Topsfield MA. Bette Cullinan introduced herself as a potential new board member.

-Discussed the need for a nomination committee to formally present new potential board members and officers.

Motion was made to adjourn at 5:10 PM and seconded. 10 in favor, 1 abstained.

Next meeting January 10, 2017 at 3:30 in the Town Hall Conference Room.

Respectfully submitted by Charlotte O'Toole, Recording Secretary