



CITY OF SALEM, MASSACHUSETTS

PARK, RECREATION & COMMUNITY SERVICES

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SALEM COUNCIL ON AGING ANNUAL MEETING MINUTES

Date and Time: October 18, 2023 at 5:15 P.M.
Meeting Location: VIA ZOOM
Members Present: Lynda Coffill (LC, Chair), John Russell (JR, Vice-Chair), Abigail Butt (AB, Treasurer), Kristin Macek (KM, Secretary), Eliud Alcala (EA), George Barbuzzi (GB), Michelle Bettencourt (MB), Michele McHugh (MM) and Patricia Small (PS)
Also Present: Teresa Arnold, (TA, Director of the COA)
Clerk: Joanne M. Roomey

I. MEETING CALLED TO ORDER

LC called the meeting to order at 5:15 p.m.

II. APPROVAL OF MINUTES FROM THE 2022 ANNUAL MEETING

The minutes were already approved last year and posted on the city's website.

III. OLD BUSINESS:

- **Review of the past year**

LC presented the Board with the Annual Report of the Chairperson. The year 2022-23 was another successful year for the Board of the COA. Our Annual Meeting was held on October 19, 2022. The following members were elected as officers: John Russell, Vice Chairperson; Kristin Macek, Secretary; Abigail Butt, Treasurer. We welcomed a new clerk, Joanne Roomey, who has proven to be a great asset, especially with technology. Our newest members, Eliud Alcala, Michelle Bettencourt and Michele McHugh have been active in committees and on the Board. The Board continues to enjoy an excellent working relationship with the Director of the Council on Aging, Teresa Arnold. Ms. Arnold updates the Board monthly on staff activities, COA activities, transportation.

IV. NEW BUSINESS:

- **Election of Officers**

PS made a motion to accept the prior appointments as follows: John Russell as Vice-Chair, Kristin Macek as Secretary and Abigail Butt as Treasurer. LC asked for nominations from the floor. Hearing none, she asked the Secretary to cast a vote for the slate. A roll call vote was taken, and the motion was carried unanimously. The Chair, Lynda Coffill, was previously appointed by the mayor for another three-year term.

- **Approval of Workplan for 2023-2024**

- **Progress on Workplan**

LC presented to the Board the Annual Report of the Chairperson and a Workplan for 2023-2024 and asked if there were any additions or deletions. The plan includes the following:

- Continue monitoring and advising the Director of the COA on activities, budget, and services.
- Continue monitoring the redesign of the kitchen and other building needs.
- Continue vigorous advocacy for the of COA to be an independent department.
- Budget advocacy for increase of positions and salary of Director.
- Continue advocacy for increased number of senior housing units.
- Continue supporting the Friends of the Council on Aging including participating financially and in Friends sponsored events.
- Plan and implement a Senior Day to recognize and honor the contributions senior citizens make to the life of the city.

Michele McHugh suggested several additions to the workplan. After discussion, some changes were suggested to Michelle's work. Lynda said she will review the discussion and have the workplan ready for finalization at the November Board Meeting.

- Identify and Coordinate Applications for Grant Funding, *as allowed*.
- *Explore with Salem for All Ages* to work with Appropriate Government Officials to Ensure a Safe and Walkable City for Seniors.
- *Continue to work towards* increasing membership of diverse Salem Seniors to ensure inclusion.
- Partner with Salem for All Ages to continue the work of Equity in Aging and Develop strategies to Fight Ageism *and bias against people living with disabilities*.

LC also said in addition to the successful progress on the workplan, the following members participated in the ongoing Senior Day Planning Committee: Eluid Alcala, George Barbuzzi, Michelle McHugh, Patricia Small and Lynda Coffill. The members of this committee are pleased to have the participation of Beth Debski from the Friends of the Council on Aging.

Members participated in the Haunted Happenings Parade, walking in front of the COA Trolley. Much candy was distributed.

Members volunteered at many of the Council events including holiday parties. Councilor Merkl was always present at these various events. Eluid Alcala read a poem at the Valentine's party.

Our city council liaison, Alice Merkl, has been a wonderful support to the Board and the seniors of Salem. We are grateful for her enthusiastic participation and assistance.

MB made a motion to accept the Annual Report and Draft Workplan with future consideration of MM's suggestions and motion seconded by KM. A roll call vote was taken, and the motion was carried unanimously.

V. OTHER BUSINESS:

Next Annual Meeting: **October 16, 2024.**

VI. VOTE TO ADJOURN

There being no further business to come before the Council on Aging Board this evening, JR moved to adjourn the meeting. Seconded by AB. A roll call vote was taken, and the motion was carried unanimously. The meeting was adjourned at **5:45 p.m.**

Respectfully Submitted,

Joanne M. Roomey
Board Clerk