

**SALEM COUNCIL ON AGING
Minutes of Regular Meeting**

Date and Time: October 17, 2018 at 5:20 P.M.

Meeting Location: Conference Room, 401 Bridge Street

Members Present: Lynda Coffill (LC, Chairperson), Julie Carver (JC, Secretary), Elaine Heredeem (EH, Vice Chair), Donna Clifford (DC), Alice Williams (AW), Abigail Butt (AB), George Barbuzzi (GB) and John Russell (JR)

Members Absent: Alison Thibodeau (AT)

Also Present: Teresa Arnold, (TA, Director of the COA)

Clerk: Kathleen Fitzgerald

Meeting Called to Order

LC calls the meeting to order at 5:20 P.M.

Motion made by AW to approve the June Minutes, seconded by JC and passes unanimously.

Old Business:

None

New Business:

DC spoke about bogus calendar invites she has been receiving from LC. LC assured the Board that they were not originating from her and that going forward, she would go through TA who would then advise the Board.

Senior Housing – LC advised that she had written a letter to John Boris asking for another meeting and has not heard back from him. She suggested a meeting in November. If no response from him in the next few weeks, she would follow up. The purpose of the meeting is to start a dialogue for more public senior housing.

JR stated that he would be interested in looking at some numbers to see how many seniors are on waiting lists for housing, how many are Section 8 and low income housing. He was particularly interested in how many seniors are served and how many are waiting.

DC wanted to know how many are in the background waiting to get in.

TA let the Board know that she would check into that. At the suggestion of LC, TA stated that she would speak with Diane Moses from North Shore Elder Services and get some information from her about emergency services they provide for seniors.

JR then spoke about The Friends. He advised that the next meeting would be a breakfast meeting. This change was taking place because meetings have been running way too long and it was thought that a breakfast meeting would end sooner because people would have other obligations they needed to attend to. He also that there is a big push this year to raise money and that they were looking for assistance from professionals to get their name out there. He stated that the message should be "If you have any dollars to spend, 100% of your contribution goes to a senior". He also said they wanted to target younger people to help with contributions and was looking to talk with local politicians to see if they had any PR people who could meet the The Friends.

AB suggested putting something in the newsletter concerning contributions and LC inquired about approaching the Mayor about checking a box on property tax bills for a donation to The Friends. It was thought that if this was possible, the money collected as a result of this would have to be administered by the City. A suggestion was made by JC to do an Evite asking for contributions if we had access to people's emails. AB said we would have to be creative and asked JR if he was using the listing book. He advised that they would be using the City census. He also advised that The Friends would now be paying for mailing the newsletter. GB suggested a "Go Fund Me" page and JR said people could then make a donation in a senior's name.

There was some discussion about the fitness room and additional equipment needed. It was noted that a machine was needed where you can sit and push weights with your legs and another machine for arms. JR advised this was something that The Friends could look into and that it shouldn't be anything too complicated. He also suggested looking in to a raised stretching area to enable seniors to more easily get up off the floor.

DC asked if one needed to book a time to use the fitness room. TA stated that we were still working on protocols about this so not totally determined yet. She advised that people were signing up to be oriented on the machines and that there will be students from SSU to monitor use of the machines and volunteers in the room. JR stated that the goal should be that the fitness room be open more than not. LC said people were asking why it wasn't open all the time and was told that there were not enough volunteers. JR advised the Board that volunteers were needed just to monitor the room and that they did not need to be CPR certified nor be a fitness instructor.

JR advised that they were looking to do a breakfast for seniors next month sponsored by The Friends. The date is Wednesday, November 7th at 9:30 am.

TA stated that we are now holding monthly breakfasts. JR advised that some clarifications need to be made with the Board of Health concerning the kitchen and that

clean-up will be a problem. LC stated that if there is no hand washing sink, we were already out of compliance. JR advised that would not be too difficult to change.

Director's Report:

Social Services – October 15 through December 7 is open enrollment for health insurance changes so it is an extremely busy time of the year.

The Greater Boston Food Bank – Spoke with the people in Danvers where people can get surplus food once a month. People have signed up to get food from Danvers but we now have 52 signed up to be served and can now work out of our Community Life Center.

141 60+ seniors serviced in September 250 times
7 under 60 population serviced 9 times.

Seeing an increase as expected, but the social workers are extremely busy. Some people are referred to Shine and there are two volunteers trained in this area. Joe Ericksberg expressed an interest to be trained in Shine.

AB asked how the numbers this year compared to last year. TA said she would go back and look into that.

Transportation – Extended hours will be changed in November to align with the hours the Center will be open in the evening. Fred Norton recommended not running Sunday hours from 10:00 A.M. to 2:00 P.M. as there are not many requests for rides. He advised Saturdays is very popular for grocery shopping.

There was some discussion about what was offered in the evening and who was requesting transportation. TA advised that there were exercise classes, cooking classes, etc.

New driver applications are in and we are looking to create a per diem pool. It was agreed that the Center does not want Fred on the road often, so additional drivers are needed. Another new van was expected late November early December and the lettering on all the vans would be replaced to match the new vans.

TA advised that someone from the Boston Globe had contacted her to do an article and it was agreed that this would happen when things settled down. She stated that we need to get more coverage in the news to boost the good things we do here. GB asked if TA was doing anything with the Salem Patch and TA stated that she needed to develop a relationship with media personnel. LC suggested contacting Pat Kennedy to come in to see what was going on to promote the Center.

Need for additional staff was discussed and the need for a full time volunteer coordinator.

Salem for All Ages – There will be a meeting on November 7th at the Hawthorne Hotel with the Leadership Council, Task Force and Committees concerning updates on what has been accomplished.

Congregate meals were discussed and TA advised that we were in early discussion about using someone local for these meals like Essex Tech or Roots. She said that on average 30-35 people were served each day.

A donation of two ficus trees was discussed and also AW asked about feedback from staff regarding the new Center and TA advised that overall people were well pleased.

LC made a request that the Board propose goals for 2018-2019. JC makes a motion to approve, AB seconds and it passes unanimously.

Next Board Meeting: November 20, 2018 (changed from the usual 3rd Wednesday)

A motion to adjourn is made by JR, seconded by JC, and passes unanimously,

The meeting adjourns at 6:35 P.M.

Respectfully Submitted,

Kathleen Fitzgerald, Clerk