

Northampton Council on Aging Board Minutes 7/12/18

Present: Kathie Bredin, Gerriann Butler, Deborah Epstein, Michael Ford, Dennis Helmus, Jeanne Hoose, Cynthia Langley, Mary Lastowski, Bob Montague, Donna Park, Kathy Pekala Service, Jean Petty, Marie Westburg

Excused: Casey Fowler

Absent: Mark NeJame

- Gerriann Butler called the meeting to at 3:30 PM.

Public Session – Ginny Patenaude wants to be a part of a group of seniors to share programming ideas, ideas for art classes, fitness center, and trips. Maureen Kiely was also present to discuss and request an arthritic support exercise group. She has been attending one in Holyoke and finds it beneficial. They like the Easthampton chronicle format.

Approval of minutes from the previous meeting

- Motion made by Mary Lastowski, seconded by Bob Montague, to approve the 6/14/18 minutes as written. Minutes were unanimously approved as written.

Introduction of new Board Member(s) – New Board Members Kathie Bredin, Michael Ford, Jeanne Hoose, Cynthia Langley, and Jean Petty attended. Everyone introduced themselves and stated their background and reason for being a Board Member. Welcome to all new Board Members.

Old Business

1. **Review of Procedures for conducting Board Meetings i.e. Roberts Rules:** Reviewed and handed out.
2. **Update on Policy Committee's review of the Code of Conduct Policy and COA By-Laws:** Dennis Helmus said the policy committee met to review code of conduct and by-laws and update them. Copies of the previous code of conduct and a new draft were handed out. The committee is meeting again and will bring final drafts to the Board to review. At that time, they will review the changes and the reason for them. If you have input, please send it to Marie Westburg, Dennis Helmus or Gerriann Butler.
3. **Update on Age-Friendly/Dementia Friendly Initiative, i.e. AARP and Tufts Grant Applications:** We are applying for a Tufts Foundation Grant. There is an information session in September to form a steering committee. We are also applying for Age Friendly status as a City with AARP. Quarterly sessions in other senior centers are happening. The next step is to look at what has already been developed in our City that complies with the requirements. Age Friendly status is a more formal process; Dementia Friendly status is not as formal.

Highland Valley Elder Services Report by Kathryn Pekala Service

Kathy Pekala Service said the current big project is the need for more office space. Their Board did not meet this month. They are working with realtors, builders to either stay where they are with modifications to the space or move.

New Business

1. **Outreach & Food Security: Collaborations-Red Bag, Mobile Market, Tuesday Market Shuttle, Salvo House, and Northampton Neighbors:** Marie is a part of Healthy Hampshire food access committee and works with Grow Food Northampton. We are already expanding food programs - red bag, brown bag, shuttle to farmers market. Education is necessary regarding the SNAP and other programs and how to cook/use vegetables. Marie wants to also serve those who do not know about these services. Cooking classes, food demonstrations would increase here. SNAP educates people at the Tuesday Market.
2. **New Developments: Assessments of fee structures, rentals, programs, marketing, chronicle, transportation, etc:** Marie is working on an assessment of how we structure programming costs and expanding hours to evenings and weekends. She wants to have a partnership with other organizations such as the YMCA, Forbes Library, etc. She is also hiring a chef and we will start serving meals again. She is looking at how we bring in revenue and offering more financial aid.
 - a. Marie and Janis are looking at all marketing and want to market weekly to seniors about what is new and coming up that week. They are also discussing fee structures.
 - b. Rentals: how much capacity do we have and what # of resources do we want to put towards them. They are discussing making rentals more uniform with rest of city.
 - c. Marie is discussing making fees more uniform for all. Parking is an issue at times. She is doing a cost analysis of revenue coming in and our costs. She is looking at bringing in guests under 55. We still do not have a custodian. The City is working on getting us one.

Other Business

1. We need to focus on our mission; yet, also think about whom we are able to bring in and what is the potential for contribution. We could possibly have a subcommittee meeting on age bracket issues for programming.
2. We are applying to be a site for Arts Night Out.
3. Donna Park asked if we could have a clothing repair service. Marie will keep an eye out for someone to provide this service as Rita Bouthillette did previously.
4. Donna suggested having a working TV here in case of emergency. Marie said we can look at that.
5. Donna likes format of Easthampton paper. Marie said we are redesigning the Chronicle to make it easier to look and read. A new design will be coming soon.
6. Kathie Bredin – She wants to say more about formal/informal ways seniors can express their ideas about programming such as a community forum, suggestion box, etc. People need to have a way to provide more input. Cindy Langley said once we start Age Friendly application process, it will provide more information.
7. There was a suggestion to have a button on our website as a suggestion box. People can email the Senior Center at info@northamptonma.gov. If seniors want to RSVP, they can do it on constant contact. Marie will send out an email to Board Members regarding meetings and sub committee meetings being held.

Adjourning the meeting

Bob Montague made a motion to adjourn the meeting and Mary Lastowski seconded it at 4:45 PM. Motion was unanimously approved.

Announcements

- **Next NCOA Board Meeting:** Thursday, September 13th, 2018, at 3:30 at the Northampton Senior Center.

Respectfully submitted by _____
Linda R. DeMercurio