

NEWBURYPORT COUNCIL ON AGING  
APRIL 15, 2021

The Board of Directors of the Newburyport Council on Aging met on this date virtually due to the closing of the Newburyport Senior/Community Center in response to the COVID 19 virus

Members Present:

Chris Czernik	Charles Carroll	Rosemary Decie	John Green
Yvonne McQuilken	Cynthia Muir	Annie Maurer	Elaine Paglia

Members Absent:

Richard Eaton

Staff present:

Paula Burke, Director, Newburyport Council on Aging  
Mary Kelly, Activities Director, Newburyport Council on Aging

Secretary's Report:

Having reviewed the secretary's minutes of the previous meeting, It was moved, seconded, and **CARRIED WITHOUT OBJECTION** to accept the Secretary's Report with minor revisions.

Activities Report: Mary Kelly

- Activities are now posted bimonthly.
- The tent will go up in May and the schedule will be in the May/June newsletter. Activities are scheduled to start on May 4.

Director's Report: Paula Burke

- COVID vaccination update:
  1. 90% of Newburyport residents over age 65 have received at least one shot of the vaccine.
  2. The Beth Israel Lahey network clinic will continue through May, operating Friday through Tuesday and leaving the Center free for COA activities on Wednesday and Thursday.
  3. Outreach to the homebound will be administered locally, rather than by the state.
- Our Neighbors Table has taken over the Brown Bag Lunch program.
- The furloughed driver will return mid-May.
- The tax program has been wrapped up.
- Bi-monthly distribution of the newsletter will continue. Looking to publish through Liturgical Publications.
- Vacations are covered for the summer.
- Bistro tables have been ordered to put outside.
- The budget is in good shape, a part-time outreach person is being looked for to start next fall.
- Mary is creating an archive for this year.

Board Business: Chris Czernik

- Generator: John Green
  1. A transfer switch, costing \$9,000 needs to be purchased before installation.
  2. An estimated \$20,000 is needed to install. The mayor has put in for funding but it will have to wait until the new budget in July. If money can be found, either from the rental fees collected from the COVID clinic or some other source, it could be installed sooner.
  3. Concern was expressed about having the generator sitting in the parking lot unprotected.
  4. Paula and John will set up a meeting to talk to Tony Furnari about installation and financing.
- Daily News: Cynthia Muir
  1. The last article was on the Board openings, soliciting nominees
  2. The next article will picture the tent going up and have the activities schedule.
- Bus Stops: Yvonne McQuilkin: Yvonne talked to the city grant writer who is applying for the AARP grant. Yvonne suggested the grant ask for money to build solar bus stops.
- Jo An's retirement from the Board was noted with regret. The Board will send a card and flowers, Chris will arrange.
- Nomination Subcommittee: Elaine Paglia
  1. There were nine applications, all highly qualified.
  2. Elaine will send thank-you notes to those who applied but were not chosen to interview.
  3. Once the Board meets the candidates at the May 20 meeting recommendations will be made to the Mayor for interviews.
- Board Officer Nominations
  1. Interested members of the Board can self nominate or nominate another for a Board position.
  2. People should contact Elaine to nominate or express interest in a position.
- Revision of Policies and Procedures Document: Chris Czernik
  1. Some confusion was expressed about the use of the word "Council" to refer to the Board throughout the document.
  2. A revision of the Policies and Procedures document will be sent to the Mayor when it is completed by Chris.
  3. Thanks were expressed to Charlie for his work over the years and who penned the document submitted for approval in May 2006..

After review, it was determined to revise the Policies and Procedures document in order to clarify the language by substituting the word "Board" for "Council" where appropriate. It was moved, seconded, and

**CARRIED WITHOUT OBJECTION** to revise the Policies and Procedures document, substituting the word "Board" for "Council" where appropriate.

- Friends of the COA 25th anniversary: Chris Czernik: There will be a three event celebration of the 25th anniversary starting with a Zoom meeting during Community Day on April 28th to talk about the history and the work of the Friends. This will be followed up by an ice cream drive through and an event in the fall if the Center opens.
- City Composting: Yvonne McQuilken:
  1. The city is starting a program with the local composting companies to encourage citizens to compost. The first 150 to sign up will get free bins and bags.
  2. Next week Molly Ettenborough will present a program on waste management in the city on Community Day. Board members are encouraged to attend.

The meeting was adjourned at 10:25 am. The next meeting will be at 9:00 am on May 20 in the Computer Room at the Newburyport Senior/Community Center. The May meeting will be the annual meeting.

Annie Maurer  
Secretary