

NEWBURYPORT COUNCIL ON AGING
MARCH 18, 2021

The Board of Directors of the Newburyport Council on Aging met on this date on Zoom due to the closure of the Newburyport Senior/Community Center in response to the COVID 19 pandemic.

MEMBERS PRESENT

Chris Czernik	Charles Carroll	Rosemary Decie	Richard Eaton	John Green
Jo An Kincaid	Annie Maurer	Yvonne McQuilkin	Elaine Paglia	

MEMBERS ABSENT

Cynthia Muir (excused)

STAFF PRESENT

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

The meeting was called to order at 9:00 a.m.

SECRETARY'S REPORT

Having reviewed the Secretary's minutes of the previous meeting, it was moved, seconded, and **VOTED:** To accept the Secretary's minutes of the Board of Directors meeting of February 18, 2021.

DIRECTOR'S REPORT: Paula Burke

- Vaccines will be administered from the Center until April 14. They are available to people who are part of the Beth Israel Lahey network.
- As the federal tax date has been extended, the Center is offering more appointments for tax help.
- The administration is planning for the summer and coverage for summer vacations.
- There will be a break in programming for two weeks around the 4th of July, but services will continue.
- FaceBook is helping advertise programming and services and bring in people and the website is constantly being updated.
- There may be an AARP grant that will address the bus stop concerns as well as provide for upgrading crosswalks.
- Paula will get the flash drive that holds the Board policies and procedures from Charlie.
- A tent is being purchased and is scheduled to go up by May 1 and will be there until Halloween.

ACTIVITIES REPORT: Mary Kelly

- Mary requested Board support on March 24 for the Community Day program on the Newburyport Art Association.

- Other programs will include speakers from the Chamber of Commerce, from the library, and Molly Ettenborough, Newburyport's Recycling and Energy Manager. There is a list of programs in the Daily News. Improving access to the programs is being worked on.
- Sue McGrath will come to the tent to give talks about birds over the summer.
- The city is giving the Center dog waste receptacles

BOARD BUSINESS

- Generator: John will pursue how much the city will pay and whether the Friends will cover what the city doesn't. The Public Works Director, Tony Furnari, says it is a top priority.
- Daily News: Cynthia works with Mary and Paula on a biweekly basis to get news in the paper.
- Bus Stops: Yvonne will get in contact with Charlie Tontar and Nancy London, the city grant writer, to explore the AARP grant.
- Board nominations: The subcommittee is working to encourage more diverse representation on the Board. The nomination process is being reviewed. We should know by April how many slots we will have to fill. It was suggested that we look into getting someone from the elder housing complexes in town. Board members were encouraged to have people interested in joining the Board to send letters of interest and resumes to the COA Board Nominations Subcommittee.
- Documents: There is some confusion in the Policies and Procedures about the use of the words *council* and *board* used interchangeably. Charlie said that the 1959 document had been supplanted by the 1971 document which he thinks he has on his computer and can be transferred a thumb drive. The May 2006 document appears to have been established and approved by the COA Board, not the City Council. Chris will talk to Richard Jones about clarifying language.
- Friends: The Friends 25th anniversary is going forward. If Board members would like to help, they can let Chris know or contact Ben Iacono. Several volunteers from the Friends have returned to the Center in the mornings to help with phone calls.

The business of the Board being concluded, it was moved, seconded, and

VOTED: To adjourn at 10:20 a.m.

Annie Maurer, Secretary

The next Board meeting will be held on April 15, 2021 at 9:00 a.m.