

## NEWBURYPORT COUNCIL ON AGING

September 16, 2021

The Board of Directors of the Newburyport Council on Aging met on this date at the Newburyport Senior/Community Center, 331 High Street, Newburyport, MA 01950.

Board Chair Chris Czernik called the meeting to order at 9:00 a.m.

### MEMBERS PRESENT

Chris Czernik	Charles Carroll	Richard Eaton	John Green
Annie Maurer	Yvonne McQuilkin	Cynthia Muir	Elaine Paglia
Rosemary Decie	Theresa Rooney	Erin Sheehey	

### STAFF PRESENT

Paula Burke: Director, Newburyport Council on Aging

Mary Kelly: Activities Coordinator

### 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 of the Board of Directors Meeting of April 15, 2021 with minor revisions.

### ACTIVITY REPORT - Mary Kelly

- Programs have returned to being in person though some will also be available online.
- Local businesses are being introduced to residents through a series of free offerings on Mondays. Scheduled are chair massage on the 3rd Monday of the month and hand massage on the 4th Monday. The 2nd Monday is tentatively scheduled for a Reiki master.
- On the 2nd Wednesday of the month the podiatrist will be available from 9 - 12 and an audiologist will be available at the same time on the 3rd Wednesday.
- A planned change in title for the Director to Executive Director and Activities Coordinator to Activities Director was discussed.

### DIRECTOR'S REPORT - Paula Burke

- Mask mandates remain in place for the Newburyport COA per order of City Hall.
- Essential Services: Meals on Wheels is going well. Transportation is very busy and can not always schedule to get people to appointments. There are thoughts

to perhaps get an electric minivan. SHINE will be offered as a hybrid, appointments are filling up quickly. AARP tax aide will start in January.

- Programming: Programming is shifting to be virtual and hybrid. The Meet and Greet went very well.
- Operations: The center is looking for a full time outreach coordinator and the job will be posted soon. Scott, the steward/bus driver for the center was hired over the summer and is doing an excellent job.
- Facilities: The addition of a couple of pickleball courts is planned with the space being multi-purpose. Rosemary will join the task force to plan.
- PR and Marketing: The first newsletter since March 2020 went out this month. As postage to mail is costly, the newsletter will only be mailed to Newburyport residents though it continues to be available online. Out of city residents will be encouraged to use their local COA services. It was suggested that early enrollment be offered for city residents to make sure they have access to programming and services. The new sign-in software allows the center to track who is using it and where they are coming from. We will further discuss this data at an upcoming meeting.

#### BOARD BUSINESS

- Generator - John: All is clear to install the generator and the money is in hand. Now they are waiting for a part that is currently unavailable. Paula will follow up on this.
- Daily News - Cynthia: Cynthia continues to work with Richard Lodge to get content into the paper.
- Bus Stops - Yvonne: City bus stops are in bad shape and the bathroom at the bus depot is out of order. Would local businesses benefit from and invest in upgrading the stops? Yvonne will meet with Andy Ford to talk about issues around this.
- Electric Cars: It was suggested that one or two more lines for electric cars be activated. The wiring is in, it just needs to be hooked up to a charging station.
- Board Reunion: Richie and Cynthia continue to track down former Board members for a planned reunion in the spring.
- Terry's report on seniors in Newburyport will be briefly reviewed next meeting and gone over in detail in the following meeting. Board members are encouraged to read it carefully for the next meeting.

#### ORDINANCES AND POLICIES AND PROCEDURES

- Chris and Afroz Khan, who is currently working on the policies and ordinances for all city boards, determined that we should rename the policies and procedures as bylaws to be in line with other COA boards in the state.

It was MOVED, SECONDED, and

VOTED: to rename the Policies and Procedures of the Council on Aging as the Bylaws of the Council on Aging. The vote was eight to make the change, one abstention, and one absent.

- Suggested changes to the Newburyport Code included dropping the phrase “and registered voters” from the requirements for Board members. Sec. 2-85 should be deleted since it does not reflect the current Board activities. It was suggested to change “council on aging” to “Board” to clarify that the COA Board is being referred to, not the larger Council on Aging. In section 2-82 it was suggested that “his successor” be changed to “the successor”. The Board also discussed limiting service on the Board to two 3 or 5 year terms with a year off the Board before reapplying but no conclusion was reached. Chris will ask Afroz Khan to the next meeting to discuss these and other changes. Cynthia will work with Chris and Afroz on ordinance changes.

Chris Czernik announced that she will be moving out of Newburyport this fall and will no longer be able to serve on the Board. The Board vice chair will take over her duties as we look for another chairman. The nominating subcommittee will begin the process of building a slate of nominees for the position.

It was MOVED, SECONDED, and

CARRIED WITHOUT OBJECTION: To adjourn the meeting at 11:06 a.m.

The next meeting of the Newburyport Council on Aging will be on October 21st from 9 - 10:30 at the Newburyport Senior/Community Center.

Annie Maurer, Secretary