

Concord Council on Aging Board meeting minutes
September 21, 2020

The Board Meeting took place using Zoom. The meeting was recorded.

Present: Michael Rudd, Ann Schummers, Patty Keane, Andrea Zall (finance committee observer), Ginger Quarles, Margaret Hoag, Kristin Nelson, Teri Stokes, Grazia de la Cruz-Bardenheuer, and Carol Ann Hannan (Chair)

Absent: Carole Cushing, Christina Kendrick, and Susan Bates (Select Board Liaison)

The meeting was called to order at 4:02pm.

Approval of Minutes: Patty Keane suggested an amendment to the August minutes. She would like to add "It was also discussed that seniors from other towns are not presently allowed to attend events at the Concord COA even if space permits after Concord seniors have signed up in a program where other senior centers will allow that." The minutes for February were approved as written. The minutes for August were approved as amended.

Minuteman Report: Margaret reported that Minuteman has six open positions in Acton, Boxborough, Harvard, Littleton, Stow, and Woburn. Kelly Magee Wright, the director, is working on a plan to bring the staff back in on a rotating basis. Meal sites are up and running except for Concord because Newbury Court asked Minuteman to find another site. They are also working on moving the field based staff toward more face to face meeting. Minuteman has received a reward for the app they developed which allows meals-on-wheels delivery persons to report a change in the condition of the recipient. The finances were reviewed with the effects of Covid taken out of consideration and it would have been strong.

Concord Housing Authority: Patty reported that the September meeting occurred. They are looking for a new director. Mary Ann Nelson is staying on through March, 2021 and the position will be advertised in January. They are having trouble getting a surveyor for the Commonwealth Avenue property. Covid dollars received will be used to offset some deficits in the budget. Meetings will be on the first Thursday of the month at 6pm. Looking for a new board member.

Concord After 60: Meeting held by zoom recently. Diane Briner from West concord Pharmacy spoke. An excellent speaker with a lot of good advice. There were 15-20 attendees. Meetings are still being held monthly. Small groups such as the book group and walking group are functioning very well.

Chair Report. Carol Ann reported that Town Meeting went well. They will plan a meeting for June next year assuming we will not be able to hold an indoor meeting. The historic commission is changing their bylaws. The economic vitality group is encouraging people to shop and eat locally. Susan Bates will be our new select board representative however currently the select board meeting conflicts with our meeting. It is possible that they may change their meeting.

Carol Ann will set up all the zoom meetings for the year on the third Monday of the month at 4pm.

Director's Report: Ginger reported the following:

- The staff has converted to full presence in the office Monday-Thursday. Friday everyone works from home. The building is still closed.

- Two new outreach workers have started. The activity coordinator and public relations coordinator share an office so they come in on alternate days.
- Put as many programs on zoom as possible and have as many drive through programs as possible. The meal pick-up has been very popular so we are expanding to do it on Mondays and Wednesdays instead of just Wednesdays in October.
- Annual BBQ hosted by the police department. Very popular event which had the maximum number of attendees.
- Drive through flu clinic will be held. The max of 144 reservations has been taken.
- Policy review: Seven or so years ago, the policy concerning allowing out of town attendees was changed because Concord seniors were frustrated that were not able to sign up. The exception is an event that requires payment. The staff is working on a possible policy adjustment which may allow a few exemptions. One possibility is if the COA has paid for an event, a non-Concord resident might be able to attend but they would have to pay. Many COAs will allow those 55-60 to attend an event if there is room so the staff may be able to consider that exception. The Town Manager would need to approve a change in the policy.
- Ginger spoke with our new Select Board liaison Susan Bates. She may come for a visit in October. She will also help to recruit vacant board positions.
- Kristin asked if there are other opportunities for a drive through flu clinic in Concord. Ginger said she is not aware of any in Concord. Patty and Ann both mentioned that a number of pharmacies offer walk in flu shots. Patty also expressed concern that all the flu shots would not be the high dose shot.
- Margaret asked if there are any plans to open the building on a limited basis. Ginger said there are no plans to open.

Election of Officers:

- Ann Schummers would like to step down this year. Arthur and Milton will be stepping down this year as their term is ending.
- Theresa Stokes will move up to a full board position. Grazia de la Cruz will be appointed as a full member. We will need three more members. Please let Carol Ann know if you have any suggestions.
- Carol Ann was nominated to serve another term as Chair.
- Grazia volunteered to represent the Board at the Disability Commission meetings. She replaces Arthur Alcares whose term is ending.
- Theresa offered to fill in as the Concord over 60 liaison.
- Kristin Nelson volunteered to serve as secretary.
- Carol Ann Hannan and Kristin Nelson were elected by the board to serve as Chair and Secretary respectively.

New Business:

Patty expressed concern that we should change our meeting to accommodate Susan Bates from the Select Board. She asked Carol Ann to hold off on scheduling all the meetings until we know if the Select Board will change their meeting. Carol Ann responded that once we know the Select Board schedule, we can adjust our own schedule as needed and the zoom credentials will stay the same.

The meeting was adjourned at 4:58pm.