

BERKLEY COUNCIL ON AGING

Meeting Minutes – Feb 2, 2023

Board Member Attendees : Margaret Moroff – Chair

Arlene Medeiros – Vice Chair

Carol Buote

Cathy Charette

Kathleen Strozyk

AGENDA

I. Call to Order

Margaret Moroff called the meeting to order at 9:02AM

II. Announcement Regarding Meeting being Videotaped

Margaret Moroff made the announcement into the record.

III. Election of Officers

- **Chair** – Arlene Medeiros nominated Margaret Moroff, seconded by Cathy Charette. Vote of all in favor.
- **Vice Chair** – Margaret Moroff nominated Arlene Medeiros, seconded by Carol Buote. Vote of all in favor.
- **Secretary** – Margaret Moroff nominated Kathleen Strozyk, seconded by Carol Buote. Vote of all in favor. New admin (Krista Celia) will work with in conjunction with Kathleen on duties of this role.
- **Treasurer** – Board discussed Arlene Medeiros as Vice Chair taking on this responsibility. Vote of all in favor. New admin (Krista Celia) will work with Arlene on duties of this role.
- **FINAL ELECTED OFFICERS**
 - **CHAIR** – Margaret Moroff
 - **VICE CHAIR** – Arlene Medeiros
 - **SECRETARY** – Kathleen Strozyk
 - **TREASURER** – Arlene Medeiros

IV. Acceptance of Prior Minutes

Arlene Medeiros motioned to table the minutes Dec 8, Dec 13, 2022 and Jan 5, 2023. Carol Buote seconded the motion, all voted in favor. Margaret suggested that Krista Celia view video tapes and prepare. All agreed.

V. Status of new Council on Aging Board Member

Cathy Charette was presented and approved for the COA Board at the Selectmen's meeting on February 1. All welcomed her.

VI. Status of Administrative Assistant to COA

- Krista Celia has been hired and will start on Monday February 6.

- She will be working in the town offices. Should COA complaints be made her duty will be to collect them and forward to Margaret Moroff as COA Chair to review and bring to the COA Board for discussion. All complaints should be accompanied by complaint's name to allow for and provide appropriate corrective action.
- Her work schedule will be Monday thru Thursday working 25 hours per week.

VII. FY2023 Budget – Report-out from Arlene Medeiros

- Town Budget
\$23,881 Salary Budget Balance, \$3,101 Other Expense Budget Balance
- Formula Budget
\$2,862 Expensed FYTD, Remaining Balance \$15,365
Note: Does not include remaining from FY22 Budget.
- Donations
Program: \$234 Jan 2023, \$1,319 FYTD Total
General: \$18 Jan 2023, \$124 FYTD Total
- Earmark Grant
\$4,564 Spend thru Jan 2023, Remaining Balance \$25,435
- Other business
 - Regarding the Formula Grant the FY22 Annual Report is due February 17. Arlene Medeiros will work with Krista and the new Town Administrator to complete.
 - Earmark Grant Kevin suggested a letter be written to Marc Pacheco thanking him for this year's grant and highlighting some of the programs/activities it funded. In addition, ask him to apply for another grant next year. Margaret and Kathee to work together to compose. Also suggested that a thank you be posted on Facebook.

VIII. Events/Program Updates

- Ceramics program is scheduled for Feb 2 with 18 people signing up. A Valentine Day themed item is to be done by participants.
- Card Embossing is scheduled for Feb 8 with Ed Duggan. The class is limited to 20 with 18 signed up to date.
- Berkley Fire Department's program on how to use an AED is scheduled for Feb 14. Included that day will be individuals in the local area that need to be re-certified in AED usage. The program will be followed by a luncheon catered by Katy's from the American Legion.
- Berkley Fire Department will be conducting a blood pressure clinic on Feb 15 which anyone can come to. A suggestion was made to have someone here on Feb 14 since many people will be here for the AED program. Margaret Moroff will check with the Fire Department and see if it could be accommodated. Also

as a reminder to everyone that Barbara comes in during the Brown Bag program and she also will do a blood pressure check if asked.

- Painting with Amy will take place on Feb 16. A Winter Landscape is planned. Great place to meet people and socialize even if not interested in painting.
- Tom Quinn, our local District Attorney will be conducting a session on scams Thursday March 2. The session will be followed by a no cost luncheon. There are many scams going around and even those who never thought they could be scammed are being affected. Also our new Police Chief, Chris Baker has volunteered to come to COA once per month to discuss topics or other questions related to the police.
- Proposed new events/programs
 - Wellness Exercise program, the instructor is willing to come in on a Friday. His schedule through March is booked but Nan will look into a date in April. Arlene indicated that funding is available to support this program.
 - Discussion with Melissa Ryan, Superintendent of Schools to develop a program to bring grandparents raising grandchildren together for networking and resource sharing. Margaret is looking into state funding and programs to help develop as well.
 - Return of manicure program by Kerrie Auclair. Under discussion.
 - Kerrie Auclair also has an Empowerment program that could be done to educate seniors on what to do if attacked.
 - A yoga or meditation program with Mark of Healing.

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IX. Other Business

- An application will be included in next newsletter to encourage people to participate in the Grab and Go program. No income restrictions on this program with a suggested donation.
- A note will be included in the newsletter for Brown Bag program to help seniors in need of a little assistance. This is an income based program that if you know of seniors that could benefit, please encourage use.
- Lakeville and Freetown have food pantries for additional assistance that is open to anyone, no questions asked.
- Open to new ideas potentially being done on Wednesday evening since Town Hall is open for those seniors still working.

X. Cultural Council Grants

- Hip Hop grant was approved and is being set up for September 27 at 11:00AM
- Beatles program with Frank Hart has been approved and Arlene is scheduling.

XI. Friends of COA Report

- Friends have \$15,578 available to assist the COA.

- Friends of the COA are running several programs and sign-up sheets are posted. These include Newport Playhouse and Foxwoods. Also to Botanical Gardens is being investigated.

XII. Public Input

- Suggestions made for possible programs at Battleship Cove, New Bedford National Park, Dartmouth Historical and minor league baseball games at Polar Park.
- Potential program to teach crocheting and knitting. The library holds craft meetings but most know how to do.
- Nancy Thompson suggested COA By-Laws being updated as there are a few items that are not up to date. After a discussion it was decided that they will be tabled for now and will be looked at during a future meeting. Many town documents are needing to be updated and these will be addressed in accordance.

XIII. Notice of Next Meeting Date

Next Meeting will be Thursday March 2 at 9:00AM in the COA room.

XIV. Adjourn

Carol Buote motioned to adjourn at 9:55AM. Arlene Medeiros seconded the motion. All voted in favor