

BERKLEY COUNCIL ON AGING  
Minutes of Meeting  
**September 2, 2021**

A regular meeting of the Council on Aging was held in the Activity Room on Thursday, September 2, 2021 at 2:30p.m. The meeting was duly posted.

Board members present: Chairwoman Margaret Moroff, Vice-Chairwoman Nancy Thompson, Arlene Medeiros and Wendy Cochrane.

Staff present: Amanda Blais, Director.

Public present: Elisabeth Monkowski

**I. Call to Order at 2:30p.m.**

Margaret Moroff called the meeting to order at 2:30p.m.

**II. Approval of Minutes**

Margaret Moroff asked for a motion to approve the minutes from the August 5, 2021 meeting. Arlene Medeiros asked for a change to be made in the minutes regarding the Berkeley Museum. Wording should be changed from “Berkeley Museum” to “Tour of White Hall”. Motion to accept the minutes with changes was made by Nancy Thompson and seconded by Wendy Cochrane. The motion passed unanimously.

**III. Director’s Report**

In an effort to save time during the present meeting, the Director requested all Board members read the Director’s Report prior to the meeting. The Director will not be reading the report during the meeting unless to provide clarification.

Annual Holiday Party – Berkley seniors and active Friends members only. 100 seniors maximum. Free event with R.S.V.P required. The Board suggested the school choir to provide entertainment.

**IV. Committee Report**

Margaret Moroff announced that there will be a change in pickup location for the monthly Brown Bag program, as the current distribution site will no longer provide the program. At this time, it is currently unknown as to where the new location will be, but New Bedford or Fall River is probable. Margaret Moroff stated if the Director is to pickup the bags at the new location, this time would count towards the start of the work day and include mileage.

The Director informed the Board of trips and outings coordinated by Don Who?:

- Pennsylvania Dutch – May 23<sup>rd</sup> – 25<sup>th</sup>, 2022
- Beatles’ Tribute Band at White’s of Westport – June 16, 2022
- The Bobby Darling & Dr. Devine Show at Wright’s Farm – July 14, 2022
- Ricky Lee at White’s of Westport – August 4, 2022
- Tony Pace & Don Who at White’s of Westport – September 8, 2022
- Kalifornia Karl & Christiana Caprarelli at White’s of Westport – October 6, 2022

## **V. Old and New Business**

The Director reminded the Board of the upcoming COA By-law Update meeting scheduled for Thursday, September 16<sup>th</sup> at 2:30pm.

Margaret Moroff made an announcement regarding the use of the Activity Room. The room is a multi-purpose room where more than one activity could be scheduled at the same time. Participants using the room during an activity should be respectful of other activities and considerate when quieter activities are happening.

Wendy Cochrane suggested the Director look into the Adopt a Grandparent program with the scouts.

## **VI. Correspondence and Emails**

The Director informed the Board of the following correspondence:

- Sarah MacDougall, Den Leader for 2 Boy Scouts Dens – requested the use of the Activity Room for meetings starting at 6pm on the second, third and fourth Wednesdays or Thursdays starting in September. The Director informed the Board she would not be able to open/close the building due to other obligations, however if a member of the Board could commit to open/close the building, there would not be a problem with the room being used. At the time of this meeting, a Board member was not available to commit.
- Town Administrator – brought to the Director’s attention that furniture and office equipment items within the COA should not be removed from the COA without going through proper channels of a surplus process; items should be offered to Town Departments.
- Cooking Show with Nancy Thompson – the Director clarified with Nancy Thompson that the cooking show taking place within her home was not a COA sponsored show.
- Veteran’s Meet n’ Greet – Margaret Moroff stated the event should be two separate occasions; younger Veteran’s can choose to go to either the American Legion or the COA and the older Veteran’s who are more comfortable coming to the COA can attend the event at the COA. Nancy Thompson disagreed. Wendy Cochrane made a generalized statement that no person should be meddling with the Director when it comes to planning and scheduling. The Director will coordinate with the Veteran’s Agent to host the Meet n’ Greet at the COA for November.

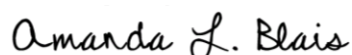
## **VII. Future Business**

Members of the public did not offer input regarding future business.

## **VIII. Adjournment**

There being no other business before the Board, Nancy Thompson made a motion to adjourn and was seconded by Wendy Cochrane. The motion passed unanimously. Meeting adjourned at 3:26p.m. The next scheduled meeting will be Thursday, October 7, 2021 at 2:30p.m.

Respectfully submitted,



Amanda L. Blais  
COA Director