

# Adams Council on Aging Advisory Board (ACOAB)

## MEETING MINUTES

Monday, April 3, 2023

2:00 PM

3 Hoosac St., Adams, MA 01220

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**Members Present:** Bruce Shepley, Chair; Thomas Dubis; Leona Meczywor; Pam St. John; Barbara Ziemba, Mary Whitman

**Excused Absents:** Elizabeth Mach, Ben Aquista, Aleta Monchecci

**Also Present:** Sarah Fontaine, ACOA Executive Director

**Meeting Documents:** Agenda; Meeting Minutes of March 6, 2023

1. **CALL TO ORDER/QUORUM:** Chair B. Shepley called to order the regular meeting of the ACOA Advisory Board at 2:00pm. and welcomed new member Thomas Dubis. Roll call was conducted and a quorum was confirmed.
2. **REVIEW /APPROVAL OF MINUTES:** Minutes from the March 6, 2023 meeting were submitted for approval.  
  
A motion to approve the minutes as submitted was moved by P. St John and seconded by Barb Ziemba. The motion passed unanimously.
3. **PROGRAM/OUTREACH REPORT:**
  - A. **Recent Events Review:** A summary of recent events was presented by the ACOA director.  
**March:** Day Show at the Delany House in Holyoke, \$98- CANCELED due to snow, refunds issued; 3/15 Crafts w/ Izzie – Rainbow Paper making- Canceled due to snow; 3/16 Linen Lunch, Music with JP Murphy Duo; 3/20 Cabin Fever Lunch; 3/21 Irish Music w/ Roger Tincknell; 3/22 Bingo; 3/23 Card-Making w/ Carleen & Lynda; 3/24 Brown Bag; 3/28 Mobile Food Bank; 3/29 Belly Dancing; 3/31 Community Conversation on Poverty in Williamstown.
  - B. **Upcoming Events/Programs Review:** A summary of upcoming events was presented by ACOA Director.  
  
**April:** 4/6 Crafts w/ Izzie- Egg Decorating; 4/10 Discounted Haircuts with Meraki; 4/11 Mobile Food Bank; 4/11 Caregiver Support Group; 4/12 Bingo; 4/14 Sit-down Breakfast; 4/15 Bus Trip to MGM in Springfield & Buddy Holly Show in West Springfield, \$110 (SOLD OUT); 4/19 Movie: The Founder; 4/20:

Belly Dancing; 4/25 Mobile Food Bank; 4/26 MCOA Small & Rural COA Conference; 4/28 Brown Bag; 4/28 Volunteer Recognition Luncheon

**May:** Older Americans Month; 5/1 Annual Town Elections; 5/4 Cinco de Mayo lunch; 5/9 Mobile Food Bank; 5/9 Caregiver Support Group; 5/11 Mother's Day Linen Lunch; 5/17 Event at Adams Housing Authority; 5/23 Mobile Food Bank; 5/26 Brown Bag; 5/30 Memorial Day Picnic Lunch

Additional programming in development for Older Americans Month includes Senior Medicare Patrol presentation, Entertainment, Downsizing/De-cluttering seminar, Matter of Balance, Tech Support with local high school students, etc.

April's trip to Ventfort Hall in Lenox, MA was rescheduled with a tentative date of 5/22/23, which cost \$20 for lunch, Friends of ACOA to contribute \$15 per person.

#### **4. OLD BUSINESS:**

##### **A. ACOA Advisory Board By-Laws Approval:**

Approved at Select Board meeting on March 15<sup>th</sup>.

##### **B. FY 2024 Budget Meeting – March 28, 2023:**

Sarah presented to the Finance Committee and Town at The Adams Free Library. Level Funded. Minimal questions. Selectman asked about move to Memorial. Town Administrator Jay Green stated that there is no funding for necessary work and no date to move.

##### **C. Meal Site Coordinator Position: Candidate selected.**

Candidate selected. Will start 2 days a week and transition to all days needed.

##### **D. Adams Visitor Center Desk Volunteers: COA staffing for June 24 & 25, 2023**

Bruce was invited to sit in on Town Round Table group. They are seeking to staff the Visitors Center from May - November on weekends and holidays with volunteers from various civic groups and town organizations. Bruce will coordinate signing up members of the COA for the weekend of June 24 & 25

##### **E. Volunteer Registration Form and CORI Checks**

Cori required for all new volunteers. Volunteer Registration form in process of completion for future use.

##### **C. Website Update Review:**

Tabled until next meeting.

##### **D. Conflict of Interest Training:**

All Advisory Board members are required to complete. Please take a moment.

<https://massethicstraining.skillburst.com>. It is highly recommended that you use CHROME as your browser.

#### **5. NEW BUSINESS:**

##### **A. Welcoming of New Board Members: Thomas Dubis**

Ben Acquista was not able to be present. Will be welcomed at next meeting.

##### **B. MCOA Board Training - Wed., June 7 from 1:30-3:30 pm at the Pittsfield COA:**

Six members of the ACOA board are signed up.

## **6. FRIENDS OF THE ACOA REPORT:**

Per Pam St. John, chair of the Friends Fundraising Committee, Friends will hold a musical bingo night at Bounti-Fare in the Fall. They are working on other fundraiser ideas as well. Goal is to help fund bathroom renovation project at Adams Memorial Building.

## **7. MEMBER ITEMS:**

**Pam St. John-** Friends helped write grant for speaker Kevin O'Hara in March, but he was not available then. Would COA like him for another time? Yes, hopefully in May for Older Americans month.

**Tom Dubis-** Should donations in memory of someone go to the COA or the Friends of the COA. They can go to either. The COA can't solicit donations, but can accept them. Friends can do both.

**Leona Meczywor-** would like to see another panel on Aging/Preparing for the Future like the one in the past with Hospice, Elder Services, Elder Law, Downsizing/De-Cluttering, Realtors, Elder Services, VNA, Hospice, and Funeral Services. COA staff will work on coordinating that.

**Mary Whitman-** Adams Library having a book signing event on 5/18/23. Alzheimer's Association "The Longest Day" is on 6/21/23. COA will work on programming and awareness for that day.

**Bruce Shepley-** has spent a lot of time at the COA lately in helping with the AARP tax program. Wants to say "Kudos" to the COA staff who are very busy and work non-stop.

**8. NEXT MEETING:** ACOAB's next meeting will be Monday, May 1, 2023, at 2:00 pm.

**9. ADJOURNMENT:** A motion was made by P St John to adjourn and seconded by B Ziemba. The motion passed unanimously. The meeting was adjourned at 3:14 pm.