

Adams Council on Aging Advisory Board (ACOAAB)

MEETING MINUTES

Monday, February 5, 2024

2:00 pm

3 Hoosac St., Adams, MA 01220

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TOWN CLERK
ADAMS MASS.

Members Present: Bruce Shepley, Chair; Elizabeth Mach, Secretary; Benjamin Acquista; Thomas Dubis; Leona Meczywor; Pam St. John; Mary Whitman

Excused Absents: Aleta Moncecchi, Vice Chair; Barbara Ziemba

Also Present: Sarah Fontaine, ACOA Director; Barbara Proper, ACOA Outreach Coordinator

Meeting Documents: Agenda; Meeting Minutes (December 4, 2023; January 8, 2024), The Buzz newsletter

1. **CALL TO ORDER/QUORUM:** B. Shepley, Chair, opened and called to order the regular meeting of the ACOAAB at 2:01 pm. Roll call was conducted with the establishment of a quorum.

2. **REVIEW /APPROVAL OF MINUTES:** Minutes of the December 4, 2023 meeting were submitted for approval. B. Acquista made a motion to accept the December 4, 2023 meeting minutes as presented and waive the reading. T. Dubis seconded the motion. The motion passed unanimously.

A determination if the January 8, 2024 minutes, for a meeting without a quorum, will require a motion for approval.

3. **PROGRAM/OUTREACH REPORT:**

A. **Recent Events Review:** A report of recent events was presented by S. Fontaine, the ACOA Director.

December: 12/1 NBSWMD & Composting; 12/5 CHP Vaccine Clinic; 12/6 Craft w/ Izzie; 12/7 follow up to Fire Cider WOW Workshop w/ nbCC; 12/7 Holiday Party volunteer meeting; 12/11 Brown Bag (day & time change due to holidays), Return of Karen DeOrdio/SHINE; 12/12 Mobile Food Bank, Caregiver Support Group, Holiday Party at Bounti Fare, Office closing at 2:30 pm; 12/13 Bingo w/ Kayla from the Commons, Grief Support Group; 12/14 Holiday Lunch from Elder Services, BART Student Chorus, Hazard Mitigation

Plan Public meeting w/ Town contractor; 12/18 Social Group; 12/19 Foot Care and BP Clinics, Sounds & Soup (& Pie) Event; 12/20 Town Staff Holiday Party, Friends Holiday Tea; 12/22 Closed; 12/25 Closed; 12/26 Mobile Food Bank Canceled by Food Bank.

January: 1/3 Pizza Party, Friends Meeting Canceled; 1/4 McCann Tech BP Clinic; 1/8 COA Board Meeting, 1/9 MFB, Caregiver Support Group; 1/10 Craft w/ Deb (Cigar Boxes), Grief Support Group; 1/11 St. John Law Free Consults,; 1/15 Closed for MLK Jr Day; 1/16 Foot Care & BP Clinics; 1/17 Tax Schedule Open for Sign Ups, Drumming; 1/18 New Year's Linen Lunch w/ Mocktails and music by Lighten Up, Chair Massages; 1/22 Movie: Maestro; 1/23 MFB, 1/26 Brown Bag, 1/29 Social Group; 1/31 Crafts w/ Izzie (Sock Snowmen)

B. Upcoming Events/Programs Review: A report regarding upcoming events was presented by S. Fontaine, ACOA Director.

February: AARP Tax-Aide Program on Mondays and Thursdays 9 am-1 pm; Matter of Balance Program on Mondays and Wednesdays 9-11 am by Barb and Izzie; 2/5 Shelf Stable Soup, COA Board Meeting; 2/7 Friends Meeting, Chair Massage; 2/13 Mari Gras Lunch; MFB, Caregiver Support Group; 2/14 Grief Support Group; 2/15 Cash Bingo; 2/19 Closed for Presidents' Day; 2/20 Foot Care and BP Clinics, 2/23 Brown Bag; 2/26 Winter Wellness Seminar; 2/27 MFB, Pottery Craft Part 1; 2/29 Leap Day, Pottery Craft Part 2.

4. OLD BUSINESS:

- A. ACOA Annual Holiday Party - The event was held on December 12 at the Bounti-Fare restaurant. 145 guests attended. A subcommittee will be formed to gather information and options regarding the 2024 event planning.
- B. Roundtable Discussion on Programs/Initiatives for 2024 - Items discussed included;
 - 1. Diversity Month (April 2024) programming in development.
 - 2. Hosting a volunteer recognition event (April 26, 2024) at Zucchini's Restaurant.
 - 3. Supporting and participating in the Alzheimer's walk on October 5 at the Adams Visitors Center.

5. NEW BUSINESS:

- A. Elder Services Advisory Council – S. Fontaine, ACOA Director was appointed to serve as a representative on the Elder Services of Berkshire County county-wide advisory council.

- B. Stop & Shop Bloomin' 4 Good Program – ACOA was selected as a nonprofit partner for February 2024. The ACOA food programs will receive \$1 for each specially marked \$10.99 Bloomin' 4 Good bouquet sold during February.
- C. Volunteer Drivers Needed for Medical Transportation Program – The ACOA is recruiting volunteer drivers to transport people to and from medical appointments in central and southern Berkshires, Western MA, Albany/Capital District, Bennington VT, and occasional trips to Worcester and Boston. In addition to the ACOA newsletter, recruiting outreach will be expanded to include local organizations, take-ones, and digital and social media. In addition, the North Adams COA, which does not have a vehicle, may be a source of volunteer drivers.
- D. Community Round Table - A community roundtable meeting will be held at the ACOA ~~on February 22, 2024, at 6 pm to gather community input and facilitate a conversation with representatives of MOTAH Premium Cannabis.~~ on February 26, 2024 at 6pm with community organizations and agencies such as ProAdams, Explore Adams, Berkshire Scenic Railway, and Adams Theater to discuss community events and establish a pool of volunteers to promote them and staff the Adams Visitor Center as needed.
- E. State Ethics Conflict of Interest Training - Every 2 years, the ACOA Advisory Board members must complete a conflict of interest law online training program and annually acknowledge the receipt of the summary.

6. FRIENDS OF THE ACOA REPORT:

The fuel raffle winners were announced by B. Proper, ACOA Outreach Coordinator. The next meeting of the Friends of the ACCOA will be held at 1 pm on February 7, 2024.

7. MEMBER ITEMS:

ACOA Advisory Board member items discussed included;

- A. Hosting a “Tea with Strangers” event at the Daily Grind to introduce the ACOA and reach potential new audiences.
- B. Identify opportunities for new audiences, especially men and younger active seniors, to provide a service from their area of expertise or interest and become a volunteer vs client of the ACOA as a gateway to program participation and relationship building.
- C. Leverage the relocation of the Adams Veterans’ Agent to the ACOA to provide outreach for program ming and volunteers.

- D. Host a “Coffee in the Court” event to introduce ACOA and reach potential new audiences. Research potential dates.
- E. Research options, costs and town of Adams signage requirements for installation of permanent outdoor changeable message sign to promote ACOA activities and programming.
- F. Seeking volunteers for the Adams Visitor Center welcome desk. Provide an opportunity to recruit from ACOA members and include a mention in the ACOA newsletter.
- G. Development of a new ACOA brochure and website update.
- H. Develop outreach to leverage the increase in meal service van transportation clients to introduce other ACOA services and programs.
- I. Consider the ACOA hosting a table promoting its programming and services at ThunderFest 2024 on Saturday, March 23 from noon- 5 pm at the Visitors Center to attract new and active seniors.
- J. Upcoming activities will include; bus trips to the Encore Boston Harbor Casino and Menopause the Musical at Proctors Theatre; and a West African & Caribbean hand-drumming class.

8. **NEXT MEETING:** ACOAAB’s next meeting will be held on Monday, March 4, 2024, at 2:00 pm.

9. **ADJOURNMENT:** A motion to adjourn was made by P. St. John. Seconded by L. Meczywor.
The motion passed unanimously. B. Shepley, chair, adjourned the meeting at 3:22 pm.