

**Carlisle Council on Aging Board Meeting**  
**Clark Room Town Hall, 66 Westford Street, Carlisle MA**  
**May 24, 2022 Minutes**

**Board Members Present:** Verna Gilbert, Maxine Crowther, Sally Hayen, Ann James, Ann Quenin, Elisabeth Bojarski, Jerry Lerman, Wendy Barrow

**Associate Members Present:** John Ballantine, Amy Livens

**COA Staff Present:** Joan Ingersoll

**Guests:** Mary Cheever, Toni McBride

**Friends Representative:** Jean Bagnaschi

**RecCom Liaison:** Scott Jamison

The in-person meeting was called to order at 10:30 a.m. by Chair Ann Quenin.

**Secretary Minutes:** A **motion** was made by Maxine Crowther to accept the April 26, 2022 minutes submitted by Verna Gilbert. It was seconded and carried by voice vote.

**Director Report:**

- A **motion** was made by Verna Gilbert to accept the May 24, 2022 Director's Report; it was seconded and carried by voice vote.
- Carol and Joan will meet with consultant Elizabeth Rusk next week to discuss the new rental assistance program which they hope to launch in July. Fifty thousand dollars in grant money is available.
- Information about the virtual counseling opportunity funded by the COA and ARPA is being further advertised in the Mosquito. If seniors aren't interested, Joan will check if the funds (\$30K from ARPA) could be used for rental assistance and Heart to Home meals.
- Twenty-six attended the women's breakfast. Women's and men's breakfasts will alternate monthly. The volunteer appreciation lunch went well. So far, eight veterans have signed up for the breakfast on Thursday.
- Carol and Joan are holding a "Coffee with the COA" at Benfield tomorrow to get to know the residents better and apprise them of COA offerings.
- The COA newsletter now is mailed to all households in Carlisle. This enables the COA to increase program awareness and reduce newsletter preparation time. Mailing costs are unchanged.
- Transportation: A total of 180 rides were provided in April. Meals on Wheels delivered 179 meals to 11 clients. With the additional driver and more rides being scheduled, the COA will need more funds for drivers next year. Town Accountant Kelly Beyer reminded Joan that there is \$12K remaining in the Special Appropriation account which can be used to pay a portion of Carol's salary, leaving an additional \$12K available for driver wages in FY23.
- Joan will write a Letter to the Editor of the Mosquito at the end of FY22 listing COA accomplishments.
- The Concord-Carlisle Community Chest will provide \$16,000 in grant funds for FY23 as requested. Joan asked if anyone wants to accompany her to their grant presentation event on June 9 from 4 to 6 p.m. at Verrill Farm.

- The LRTA budget will increase by 2.5% next year. The Greater Lowell Community Foundation did not approve funding Heart to Homes Meals, currently funded by ARPA through October. Joan hopes that between the state and Friends grants this program can continue through FY23.

### **Social Worker Report**

- Carol started an every-other-week bereavement group with five people. All appreciate the experience. There is room for more attendees.
- Carol held social service hours at Benfield twice each of the last two months.
- The bicycle group will not start until at least July since the leader broke her leg.
- Open Table now delivers to both the Fire Station and Benfield.
- Gaining Ground will provide free summer produce for those in need, including delivery if necessary. Pickups will start in two weeks.
- The Community Services Work Group met May 9, the last time until the fall. Department heads still meet monthly.

### **Financial Report**

- Jerry reported that we are on track to spend our COA funds, spending down grants first.

**Minuteman Senior Services (MMSS):** Sally did not attend the last meeting. Jerry Lerman will take over this volunteer position.

**Friends of Carlisle Council on Aging:** Jean Bagnaschi reported on the Friends' Annual Meeting last Sunday. Fall fundraising preparations will start soon.

### **Old/New Business:**

- COA nominating slate for FY23: Ann James – chair, Wendy Barrow – vice chair, Verna Gilbert – secretary, Elisabeth Bojarski – treasurer. At large members include Sally Hayen, Ann Quenin, Amy Livens, Toni McBride, and Mary Cheever. Associate members include John Ballantine, Maxine Crowther, Jerry Lerman, and Abha Singhal. The slate was approved unanimously.
- Wendy rescued a child's fire truck from the Swap Shed. We all agreed that if she cleaned it up and installed a planter in it, we would invite Fire Chief Bryan Sorrows to our June meeting and present it to him with our thanks for all the Fire Department does for seniors. Ann will make sure a Mosquito photographer attends the meeting if Bryan is there.

**Next Meeting:** The next meeting will be Tuesday, June 28, the fourth Tuesday, at 10:30 a.m. The meeting was adjourned at 11:10 a.m.

### **Documents Provided:**

- Meeting agenda
- Minutes of April 26, 2022 meeting
- May 24, 2022 Director report

Submitted by Verna Gilbert, Secretary and approved on June 28, 2022