



**TOWN OF TEWKSBURY**  
**COUNCIL ON AGING/SENIOR CENTER**  
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MARILYN, LYNN MURPHY, CHAIR  
VIRGINA, (GINNY) DESMOND, VICE CHAIR

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**Meeting Minutes**  
**March 15, 2022**

Marilyn (Lynn) Murphy, Chair, opened COA Board Meeting in the Senior Center, Meeting Room. Meeting began at 2:00p.m. with board members present: Donna Bell, Arthur Costa, Sandy Creamer, Virginia Desmond, Mark Kratman, Kathy Walsh, Arlene Wright

Others Present: Jan Conole, Director

Members Absent: Joanne Aldrich, Joan Unger, Tracy Skahan

**Welcome/Introductions:**

Lynn Murphy, Chair, welcomed everyone to the March meeting.

**MOTION TO ACCEPT THE MINUTES**

A motion was made to accept the February 15, 2022, Meeting Minutes by Mark Kratman and seconded by Donna Bell. The motion to accept carried.

**Financials**

Arthur reviewed the financials.

**MOTION TO ACCEPT THE FINANCIALS FOR MARCH:** A motion was made to accept the Financials for December and January by Mark Kratman and seconded by Kathy Walsh. The motion carried.

**Announcements**

We reviewed the calendar of events for the month.

Jan Conole went over her director's report.

**Director's Report- COA Board Meeting**

## **1. Building Updates**

- a.** AgeSpan has been grateful for our participation and flexibility in using our facility to distribute the Brown Bag program over the past few years and reached out to see what they could contribute towards in a meaningful way to thank us for the support. We are receiving a donation from them toward updating the curtains in the halls. It will cover most of the cost to replace the curtains with Hunter Douglas shades. The total for the shades will be \$6100 and that includes the installation. They will be installed hopefully before the Silvertone's Dance on 4/29/22.
- b.** We have started receiving phone calls from many different organizations to use the building in the off hours. I am reluctant to let anyone use the building that is not doing so to benefit the Older Adults in the community. I am giving a Meeting room policy to the board to look over and give input on. I am using the library policy as a guide. I am hoping to have a discussion at the next board meeting. This is one of the many policies that have been worked on by the board in the past.

## **2. Events/Outreach**

- a.** Zingo started up again last week and we had a full house. We were so happy to see so many people in the building again.
- b.** Our next DJ Dance will be on 3/28/22 and it is being sponsored by Bear Hill in North Andover.
- c.** We are having a Rainbow Social event on 3/17. The group met in February and asked last week if we could have another social event this week. We are also having a dine and dance in May which will be open to people 50+. These events are a collaboration with AgeSpan and are gaining momentum.
- d.** Christina and Becky started the 4-week memory training program. It has been well received with 10 participants. Becky's internship will end on 4/12 so I have enrolled in the training so that this course will be able to continue to be offered.
- e.** Our first virtual tour will be held this Friday at 10AM in the library. Diane and I have worked out the technology to have the tour shown on the smart tv in the Media Room. We have 13 out of 15 slots filled for the interactive tour to Ireland. Diane has ordered Irish Soda Bread and we will have tea for them while enjoying a trip to Ireland. She is looking into the next trip now.
- f.** Diane is starting to work on day trips. We have a trip scheduled for April 7<sup>th</sup> to see Shen Yuen. We had these tickets in 2020, but due to the pandemic we were unable to complete that trip. The company has worked with us to use our credit for the tickets and the bus company has worked with us as well. Diane is also working on several other trips, and they will be announced in the April newsletter.

- g. Grab and Go lunches will continue through AgeSpan and Diane will schedule those as we receive the dates.
- h. I have 200 COVID test kits that were given out to the regional COA's. I would love input from the board as to what criteria we should use to give them out. Given the fact that we have thousands of seniors and only 200 kits I want to be deliberate about how I dispense them.
- i. Starting the Hoarding task force up again and our first meeting will be the 23<sup>rd</sup>. Consists of multiple town departments.

### **3. Finances**

- a. Our finances are looking. I have submitted a request to the Town Manager to request the money for the stove replacement. I believe he will be looking into bringing that up at the May Town Meeting.

### **4. General Updates**

- a. The agenda for the next meeting will be due to the Town Clerk's office by Friday April 15, 2022 at 2:00pm. If you have any agenda items, you would like to discuss please let Lynn know in order for us to post by 4/14/22. The next meeting will be April 15, 2022.

### **Old Business:**

We discussed the status of the Friends of the Elderly group. They are starting off with a yard sale and Foxwoods trip in April. We discussed that we should review the meeting room policy ("b" above).

### **New business:**

We discussed COVID tests ("h" above) and allowing the Rod and Gun Club to use the conference room.

### **Final Comments:**

**MOTION TO ADJOURN:** A motion to adjourn was made by Kathy Walsh and seconded by Mark Kratman. The motion carried.

The meeting adjourned at 3:00pm.

### **Documents Discussed and/or Presented**

February 15, 2022 COA Board Meeting Minutes

Approved: Tuesday, March 15, 2022