



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

JAN CONOLE, DIRECTOR
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Meeting Minutes
May 16, 2023

Marilyn (Lynn) Murphy, Chair, opened COA Board Meeting in the Senior Center, Meeting Room. Meeting began at 2:04p.m. with board members present: Joanne Aldrich, Donna Bell, Arthur Costa, Sandy Creamer, Virginia Desmond, Lynn Murphy, Arlene Wright, Tracy Skahan

Members Absent: Michael McDermott, Joan Unger, Kathy Walsh

Others Present: Donna Gill

Welcome/Introductions:

Lynn Murphy, Chair, welcomed everyone to the May meeting. Lynn Murphy asked if everyone had time to read the minutes, and if there were any questions or concerns regarding the meeting minutes of April 18, 2023, with hearing none she moved on to the approval of the minutes of April 18, 2023.

Approval of Meeting Minutes: April 18, 2023

MOTION TO ACCEPT THE MINUTES

A motion was made to accept the minutes from April 18, 2023 Meeting Minutes by Virginia Desmond and seconded by Sandy Creamer. The motion to accept carried.

Financials

Arthur Costa reviewed the finances. Energy is starting to slow down and we have additional funds if necessary. Supplies, professional development, dues, are fine. Jan Conole does a good job keeping on budget.

MOTION TO ACCEPT THE FINANCIALS FOR MAY: A motion was made to accept the Financials for May by Virginia Desmond and seconded by Arlene Wright. The motion carried.

Announcements:

We reviewed the calendar of events. We are closed June 19th for the Holiday. Lynn Murphy asked if we should suspend July, August, or both meetings because of vacations. We decided that based on the new fiscal year, we keep the July meeting and take August off.

Director's Report- COA Board Meeting

Lynn Murphy reviewed Jan Conole's report. Lynn Murphy said that they are all set for volunteers for the dances. We discussed having the Golden Age Club come to our meeting. Virginia Desmond asked whether Barbara Braxton sings at all of the Silvertone dances, and she does. Lynn Murphy mentioned that the foyer needs a new look. It is clean and neat but not quite welcoming. Examples of updates that could be made: quilt hanging, paintings, new furniture, etc. We should think about it and provide suggestions.

1. Building Updates

- a. Everything is good right now to end the year. Scott Ripley will be coming to do the landscaping soon.

2. Events/Outreach

- a. The Buried in Treasures classes are full. The first two classes have proven to be engaging and well attended. This is a 15-week course so will be running through the summer.
- b. I have scheduled a workshop through the Mass Bar Association on June 8th. Atty Catherine Geary of Geary and Geary in Lowell will be presenting on Estate Planning and being prepared at any age for what life may bring. The workshop will be at 10AM.
- c. I am also working to have a couple of banks come in to talk about scams as well as a non-profit by the name of Modern Woodmen to help present on scams. Hopefully they will be scheduled in June and the information will be our June newsletter.
- d. Our last two workshops will be held in June on the 7th and 21st. June 7th at 10AM will be on Mindfulness and Relaxation and on the 21st it will be on Awakening to Joy at 10AM. The grant for these workshops will be complete in June. Hopefully we will have the opportunity to take advantage of another grant in the coming year to be able to provide these much-needed mental health workshops. They were well attended, and the participants enjoyed the workshops.
- e. The GAC held a ham and bean luncheon on Friday May 12th. I believe they sold 55 tickets. They will be having a BBQ in August.
- f. Our monthly DJ dance is scheduled for 5/22/23. Diane has recruited some very capable volunteers and we are so grateful for their dedication, coming every month to help. If anyone wants to volunteer for this, they should speak with Diane directly.
- g. The Silvertone's Dance will be on May 19th.
- h. The punch cards for exercise have been a very successful alternative to paying by the month. Thank goodness for Tammy being so dedicated to go at the beginning of each class to make sure the cards are being punched. There have been some volunteers that have stepped up to help with this and we are very grateful for the help.

3. Finances

- a. We received an additional \$5,000 in our utilities account at the town meeting to make up for a potential shortfall in the utility bills. We also received \$12,000 into our repairs and maintenance account to help with the expense of repairing the boiler over this past winter. We are preparing to end the year in good shape.

4. **General Updates**

The agenda for the next meeting will be due to the Town Clerk's office by Thursday June 15 at 2:00pm due to the Juneteenth holiday on June 19th. If you have any agenda items, you would like to discuss please let Lynn know by Wednesday June 14th so we can post by 6/15/23. The next meeting will be June 20, 2023.

Old Business:

We talked about the Building Use form and that we will review for next meeting. Sandy Creamer said that the Lahey sponsors a produce sale in Billerica on every Tuesday. We have brown bags and supple fresh fruits. Joanne Aldrich asked that maybe Dave's Farm would do something with us this summer or provide us with any excess product.

New business:

We discussed the Board member re-appointments. Tracy Skahan and Arlene Wright are through the COA. Donna Bell and Kathy Walsh are through the Selectman. Nomination for election of Officers (Arthur Cost and Tracy Skahan). All positions are up (Chair, Vice-Chair, etc.). We will vote at the next meeting.

Final Comments:

MOTION TO ADJOURN: A motion to adjourn was made by Joanne Aldrich and seconded by Arthur Costa. The motion carried.

The meeting adjourned at 2:32pm.

Documents Discussed and/or Presented

April 18, 2023 COA Board Meeting Minutes

Approved: Tuesday, June 20, 2023