

**Council on Aging**  
**Room 135, 18 Jacobs Road**  
**Minutes Thursday, September 14, 2023**

**Present:** Victoria Burrington, Margaret Freeman, Lyra Johnson-Fuller, Sue Lively, Cathy Tallen.

**Absent:.** Donna Hyytinen.

Meeting called to order at 1:34 p.m. Review Agenda: Open Meeting Law.  
M/S/P Cathy, Victoria, unanimous: to approve the 8-31-2023 minutes as written.

**Open Meeting Law:** A group email can include only the date and time of the next meeting. Sue clarified that information can also be sent in a group email as long as there are no group comments. As a safeguard, it was recommended that COA members never use the Reply All feature.

**Movie link:** Tim will install the HDMI on the smart tv that was provided along with an adaptor for MAC usage.

**Senior Program Coordinator Report:**

- *Heath Cultural Council:* Lyra will check whether there is a maximum amount we can apply for and if the following suggestions fit the guidelines:
  - 1) Outdoor patio materials for intergenerational programs;
  - 2) Supplies and Expert instructional costs for workshops throughout the year.
- *Senior meal:* Volunteers for serving and clean-up needed for 9/27. Cathy offered to help. Victoria will contact Lisa Cornish and Linda Marcotte; Lyra will contact Meg and David Peterson and Margaret will contact the Fitzpatricks. Victoria and Lyra will check with Alice concerning invoice submission, meal sizes and simplification of dishes.
- *Mobile Farmers Market:* Lyra will talk with Maria Topitzer.
- *Speakers:* Victoria to check with Meg Ryan re diabetes and blood pressure session; Lyra will call Susan White re Life Path volunteer training.
- *Washing windows:* Margaret will explore finding someone locally through Heath Connects and possibly through advertisements.
- *Volunteer list:* Susan White to contact re referrals to Life Path. On agenda for next meeting.
- *November flyer:* Candle-making workshop will be scheduled for Nov. 8 at 12:30 p.m. A felting workshop has been scheduled by the library for Nov. 18 for children. Laura Porter was suggested for an adult one.
- *Shut-in meals for November/December:* with other options for meals available, COA members are welcome to create a plan for providing holiday meals (on agenda for next meeting). Victoria is still working on getting the four groups together for the Neighbors-in-Need Outreach group. Lyra asked to be included in the group.
- *Digital Literacy Grant:* Apparently, Heath's share of the grant includes six Claris Companion tablets designed for older seniors and education programs including remote one-on-one sessions and interactive webinars. Lyra will find out how we will get our share of the grant and when.
- *Fundraising:* Victoria is independently setting up a Christmas Bazaar in the atrium for December 2 for artists and artisans, with a small table fee and COA running a bake sale and raffle. Items include a baby quilt.
- *COA accounts:* Victoria and Lyra to meet with the accountant on Friday at 11:30 a.m.

**Patio Report:** Meeting planned for mid-October. Reports from members designated with tasks to be sent a week beforehand.

**Senior Participation:** It was decided to advertise a games time to include card-playing (bridge, canasta hearts), cribbage, scrabble, etc. via the *Heath Herald* (Lyra) and Heath Connects (Margaret). Future planning includes Tim Kelleher for funeral planning, Terri Gaberson for advanced directions, green burial, and Young-At-Heart concert.

Next meeting: Thursday October 5 at 1:30 p.m.

M/S/P Margaret, Cathy: to adjourn the meeting at 3:05 p.m.