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**SALEM COUNCIL ON AGING
ANNUAL MEETING MINUTES**

Date and Time: October 19, 2022 at 5:15 P.M.
Meeting Location: Via Zoom
Members Present: Lynda Coffill (LC, Chair), John Russell (JR, Vice-Chair), Kristin Macek (KM, Secretary), Eliud Alcala (EA), George Barbuzzi (GB), Michelle Bettencourt (MB)
Absent: Abigail Butt and Patricia Small
Also Present: Teresa Arnold, (TA, Director of the COA); Councillor Leveille McClain (LM) and Michele McHugh (MM)
Clerk: Joanne M. Roomey

I. MEETING CALLED TO ORDER

LC called the meeting to order at 5:15 P.M.

LC stated that pursuant to Governor Baker's directive on 3/12/20 which supported certain provisions of Chapter 30A, Section 20, there are strict limitations regarding gatherings, so this meeting is being conducted via Zoom. The public and persons who would like to listen may do so by dialing in. All votes taken shall be by roll call. Roll call was then done.

II. APPROVAL OF MINUTES FROM THE 2021 ANNUAL MEETING

A motion was made by JR to approve the Annual Minutes from the 2021 Annual Meeting, seconded by EA. A roll call vote was taken, and the motion carried unanimously.

III. OLD BUSINESS:

- **Review of the past year**

LC presented the Board with the Annual Report of the Chairperson. Meetings continued to be virtual. She advised work had still gone on and the Board was still advocating for more

senior housing in the City and following the development with Beacon Communities regarding Lee Fort Terrace.

Two new Board members replaced vacant Board seats and one to be added later this month to have a full Board. The Board is represented in Salem for All Ages committees along with COA staff. She thanked TA and staff for the work done.

IV. NEW BUSINESS:

- **Election of Officers**

MB made a motion to accept the prior appointments as follows: John Russell as Vice-Chair, Kristin Macek as Secretary and Abigail Butt as Treasurer. LC asked for nominations from the floor. Hearing none, she asked the Secretary to cast a vote for the slate. A roll call vote was taken, and the motion carried unanimously. The Chair, Lynda Coffill, was previously appointed by the Mayor for another three year term.

- **Approval of Workplan for 2022-2023**

LC presented the Board with the Annual Report of the Chairperson and a Workplan for 2022-2023 and asked if there were any additions or deletions. There were none. The plan includes the following:

- Continue monitoring of CLC building needs
- Budget advocacy for increase of positions and salaries, especially for Director
- Continue advocacy for increased senior housing
- Advocate for the amelioration of Food Insecurity in the senior population
- Support Friends of the Council on Aging including participation in Friends sponsored events.
- Continue involvement with Salem for All Ages

MB made a motion to accept the Annual Report and Draft Workplan, seconded by KM. A roll call vote was taken, and the motion carried unanimously.

V. OTHER BUSINESS:

Next Annual Meeting: **October 18, 2023.**

VI. The meeting adjourned at 5:23 p.m.

JR made a motion to adjourn, GB seconded. A roll call vote was taken, and the motion carried unanimously.

Respectfully Submitted,

Joanne M. Roomey, Board Clerk