Present: Maureen Booth, Barbara Cree, Peggy Muir and Gracia Woodward

Absent: Pam Blaine, Andy Campbell and Patricia Oh

Guest: Martha Cushing and Tracy Quimby

Town staff: Mason Griffin

| **Topic** | **Follow-Up Action** |
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| **Introductions** |
| A quorum was established.  |  |
| Members gave an update on their wellbeing during the pandemic . |
| Gracia noted that Jo Werther has expressed interest in joining ACOA but currently has work conflicts during our meeting times. |
| **Approval of Minutes** |
| The January 11, 2021 minutes were not distributed in advance of the meeting; approval was postponed until our March meeting.  | Include a review of the 1-11-21 minutes at the March meeting. |
| **Updates on Old Business** |
| ***Calls to Bowdoinham Residents Over 75 Years of Age*** |
| Gracia reported that calls to residents >75 continue to be made by ACOA members.  | Members encouraged to continue these calls. |
| ***Update on Town/Library Maine Humanities Council Mini Grant*** |
| Maureen reported that the first phase of this grant – the redesign of the Library website – is completed. The new design is more accessible and has a prominent feature of online events and programs. Efforts are underway to create regular feeds from major sponsors, such as the Maine Public Library, to populate the events section of the website.An in-person program was to be scheduled in January 2021 to train 6-8 volunteers on methods for teaching adult learners how to use their digital devices. Due to the pandemic, this portion of the grant is being postponed until in-person training can take place. To accommodate this change in schedule, the Maine Humanities Council approved an extension of the grant until March 1, 2022. | No follow up action required. |

| **Topic** | **Follow-Up Action** |
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| **New Business** |
| ***ACOA Budget*** |
| Mason reviewed with the Committee its current budget:* Approximately $2000 is available in general ledger funds. The purpose of these funds is to sponsor programs such as gentle yoga, lectures, and other activities. Mason plans to recommend an additional $1700 for FY 21/22.
* Approximately $200 was appropriated in the current fiscal year for postage, supplies and other administrative expenses.

Maureen inquired whether matching funds contributed by ACOA to the ME Humanities Council grant were accounted for in available general ledger funds. Mason indicated that he would follow up with Nicole to confirm that the $500 contribution was withdrawn from that account. | Mason will confirm with Nicole that ACOA’s $500 contribution to the Maine Humanities Council grant has been accounted for in general ledger funds for use by ACOA. |
| ***ACOA Goals and Objectives*** |
| Mason reported that the current Action Plan for ACOA expired in 2020. Members were not familiar with the Action Plan but agreed that it is important for the Committee to set aside time at its next meeting to review its mission statement and develop long term goals and short term objectives for the next 3 years.  | Mason will distribute copies of the current Action Plan for ACOA to members. |
| ***Medical Equipment Loan Program*** |
| Peggy inquired whether the Town continues to have canes, crutches, walkers etc for use by residents on a loan basis. Martha confirmed that the program is run through the Fire Department.  |  |
| **Adjournment and Next Meeting** |
| There being no further business, the meeting adjourned at 3:15 pm. The next meeting is scheduled for Monday, March 8 at 2:30 pm. |