Present: Pam Fortin, Maureen Booth, Andrews Campbell and Gracia Woodward

Absent: Peggy Muir, Barbara Cree

Guest: Martha Cushing, Barbara Bishop, and Jo Werther

Town staff: Mason Griffin

| **Topic** | **Follow-Up Action** |
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| **Introductions** |
| A quorum was established.  | No follow up action required |
| Members gave an update on their wellbeing during the pandemic . |
| Gracia noted that Patricia Oh resigned as a member of the Committee due to competing work demands but has offered to continue to serve as a resource to ACOA when needed.  |
| **Approval of Minutes** |
| The minutes of January 11, 2021 and February 8, 2020 were approved as distributed.  | Members must sign approved Minutes at the Town Office. |
| **Updates on Old Business** |
| ***Bridge at the Fire Station*** |
| Martha Cushing inquired about the timing for when weekly Bridge sessions could resume at the Fire House. Mason indicated that the Town was in the process of reviewing recent State guidelines on the resumption of Town sponsored activities and that decisions should be forthcoming in the next 2 weeks.  | Mason to notify Martha of decisions by the Town with respect to resumption of Bridge at the fire house. |
| ***Contributions for April Issue of Bowdoinham Newsletter*** |
| Maureen agreed to work with Peggy Muir in submitting a piece on Home Safety Tips. Gracia noted that she will be attending a presentation on Fraud in the coming weeks which she could potentially summarize in an article. Depending on decisions with respect to resuming weekly Bridge at the fire station, Martha would write up a notice for the Newsletter. The due date for contributions is April 1st.  | Maureen and Peggy to develop piece on Home Safety TipsGracia may write up an article on Fraud.Martha may prepare a notice on resumption of Bridge at Fire House. |
| ***Location for Next ACOA Meeting*** |
| Gracia proposed that consideration be given to having the next ACOA meeting at Merrymeeting Hall. Members noted that the lack of internet or phone would limit participation. Barbara noted that she has not yet received the vaccine and remains committed to quarantining herself. It was agreed that the next meeting would again be held via Zoom.  | No follow up action required. |
| **Topic** | **Follow-Up Action** |
| **New Business** |
| ***Message from Jo Werther*** |
| Jo attended today’s meeting to introduce herself to the Committee and to make members aware of services she could potentially offer ACOA or its constituents. Jo is a licensed clinical social worker and life coach who works with individuals and groups on methods to reduce stress and restore wellbeing, especially in challenging times. Gracia suggested that Jo may want to reach out to ACOA’s mailing list to build awareness about her services. Pam mentioned programs that she offers via zoom to caregivers of persons with dementia and Alzheimer’s to reduce stress.  | Jo will send Mason a notice about her services and Mason will send that to the ACOA mailing listJo and Pam will follow up regarding potential opportunities to coordinate. |
| ***Recruitment of Members*** |
| In response to Gracia’s concern about the need to recruit new members to ACOA, the following suggestions were made:* Martha suggested putting a blurb on B’ham Friends and Families on FaceBook that encourages residents of all ages to join
* Maureen suggested that the Committee review its mission prior to recruitment so we can be clearer about our role when encouraging others to join
 | Review and amend as needed the ACOA Mission and Vision at our next meeting. |
| ***Review of 2017-2020 ACOA Action Plan*** |
| Prior to the meeting, Mason shared with members the three-year Action Plan previously developed by ACOA. The Plan is divided into eight domains, each with goals, objectives, action steps, resource requirements, metrics and responsible parties. The Committee reviewed the first objective of the domain on “Outdoor Spaces and Buildings” which states:*Continue to advocate for accessibility of Mailly Waterfront Park through the Waterfront Revitalization Project.* Maureen noted that many of the action steps under this objective were currently being done by the Town’s Comprehensive Planning Committee chaired by Joanne Joy. Gracia offered to meet with Joanne to assess whether and how ACOA could further support their efforts.  | Gracia to meet with Joanne Joy to discuss any role that ACOA could play going forward to support the work of the Waterfront Revitalization Project.At its next meeting, the remaining two objectives under “Outdoor Spaces and Buildings” will be reviewed by the Committee. |
| **Adjournment and Next Meeting** |
| Due to time conflicts, the meeting adjourned early at 3:30 pm. The next meeting is scheduled for Monday, April 12 at 2:30 pm. |