

**Advisory Committee on Age Friendly Bowdoinham  
Meeting Minutes: July 11, 2018  
Coombs Municipal Building, Kendall Room**

The meeting was called to order at 2:30pm by Rachelle Tome, Vice Chairman.

A quorum was established.

**In attendance:** Rachelle Tome, Diana Mosher, Patty Melander, Gracia Woodward

**Absent:** Rachel Evans, Alice Pollis.

**Staff:** Missy Halsey, Bill Post,

**Intern:** Rodger Heidgerken

**Approval of Meeting Minutes:**

A motion was made and seconded to accept the June 11, 2018 Meeting minutes.

Minutes accepted with one correction Rachelle Tome is the vice –chair not a co –chair was the only change made to June 11 2018 minutes.

**Discussions:**

1. Additions to the agenda for the July 11, 2018 Theresa Turgeon to discuss in home support.
2. Gracia Woodward was elected to ACOA. Gracia stated that this was not the committee she wanted to be on she thought it was the activity planning committee she applied for, but she will give this a try.
3. Diana Mosher gave an update on the current activity planned for a picnic in the park August 16<sup>th</sup> with Richmond, we will bring salads to this event. A meeting is planned for August 7, 2018 at 9:00 am to discuss more about the picnic.
4. Celebrate Bowdoinham this group has participated in years past, but with amount of people we have now on this committee it's not possible to do this year. We can put brochures on the town table telling people about us and what we do. We could also post something about looking for new member to join the committee. Maybe even have our banner on the town table.
5. Election of officers Vice and secretary are filled still in need of a chair. At this time Alice Pollis is not interested in being a chair. A question was asked by Patty Melander, What does a chair do? Run the meetings among other thing was the answer. Kathy Pszczolkowski and Joanne Savoie are willing to help when needed.  
Patty Melander said she would be willing to be chair with help. Gracia Woodward nominated Patty and Diana Mosher seconded it.  
Patty Melander is Chair.  
Is there a manual for being a chair person? No not as of now, but it's a good idea to have one with procedures and protocol for the committee.
6. Update on the secretary Rachel Evans with be having surgery she will not be able to take the minutes till November. Diana Mosher said she will take over minutes till then.
7. Age Friendly plan for collecting data. How many people are attending and to which activity. Rachel Evans collects the data monthly and forward them on to Rodger Heidgerken to make a spread sheet with the totals. Rodger Handed out examples of the three forms he has made. An ACOA check –out and hand out tally to keep track how many community members are using our resources. An event form to try and keep track of the events and number of people attending.

And a facebook analytic information form for document details and feedback from facebook.

Rachelle asked if an extra column could be added for a check off box ?

Martha Cushing added she has a list of people who attend bridge she doesn't want to use this form. The reason she submits the information she does is for the data for the purpose of grants. She will continue keeping track the way she always has.

There are some groups that are not keeping track of how many people are attending the event. This is a templet just to get feedback, maybe make them more user friendly possibly online.

Diana and Martha what about the hours it takes to coordinate the activity, like line dancing the classes are two hours. What we are asking is that whomever is guarding the event to gather the information. All activities need to be gathered, what are within the bounds of ACOA. Get everyone together and address this new change. We need to get a handle on what falls under ACOA.

Continue putting everything on the calendar even if it isn't ACOA related. Cribbage and Bridge are not connected to ACOA.

Agenda for next month's meeting what needs to be really counted? What do we really need to capture and why?

8. Wellness fair. Just flu shots this year. we need a volunteer list  
What else should we do besides the shot's. Red Cross Blood drive?  
Theresa Turgeon maybe have the tool table and brochures about what ACOA does.  
Martha Cushing suggested the Red Cross mobile blood drive local chapter.
9. A Donation From Theresa Turgeon Birthday party guest were asked to make a donation to ACOA  
In lew of gifts \$ 250.00 was made to ACOA
10. Resource Manual from Rodger he updated name's, moved things around and reformatted it.  
Rodger has sent it off to AARP we will get a redraft from them. Rodger will be sending an email with the updates to Missy Halsey, then I Missy Halsey will email them to the ACOA committee.
11. Theresa Turgeon spoke on in home support. In home and alone and invisible. How to keep people in their homes as long as possible.  
Read the book and see if ACOA can do this, Alone and invisible no more by Dr Chip Teal.  
The meeting adjourned at 4:00 pm  
Next meeting is August 13, 2018 at 2:30 pm at the Coombs Building, Kendall room  
Respectfully, Summited  
Missy Halsey