



**CITY of BEVERLY**  
**Council on Aging & Senior**  
**Community Center**  
90 Colon Street  
Beverly, Massachusetts 01915  
Phone (978) 921-6017  
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CITY OF BEVERLY  
RECEIVED AND RECORDED  
CITY CLERKS OFFICE  
2022 SEP -8 P 2: 17

Mayor  
Michael P. Cahill  
Director  
MaryAnn Holak  
Assistant Director  
Victoria Guskiewicz

**Governing Body:** Council on Aging Board of Directors

**Meeting Place:** 90 Colon Street, Beverly, MA

**Day, Date:** Tuesday, September 13, 2022

**Time of Meeting:** 2:30p.m.

**Signature**

*Mary Ann Holak*  
*for Blair Smith,*  
*Chair*

**Date**

*9/8/22*

**BEVERLY COUNCIL ON AGING  
BOARD OF DIRECTORS MEETING**

Tuesday, September 13, 2022  
2:30p.m.

**AGENDA**

1. Welcome- Blair Smith, Chair
2. Secretary's Report – August 2, 2022 by R. Tabbut; Secretary’s Report of 6.28.22
3. Director's Report - MaryAnn Holak, Director
4. Committee Reports
  - Grant Committee
  - Awards Committee
    - discussion on Sr. of the Year Award Presentation at Senior Day
    - Review Wall of Fame Policies and Procedures – slated for November 2022
5. Unfinished business
  - COVID Updates and Responses
  - Senior Day in the Park Wrap Up
  - FY’22 Year End Budget report
  - ARPA Funds request update
6. New Business
  - Senior Center Month Activities
  - BMEA/City Job Description Review Underway
  - Fees for Activities – classes led by outside instructors; events sponsored by Senior Center – Enterprise Fund
  - Thirtieth Anniversary of the Senior Center – how to commemorate
7. Announcements
8. Adjournment

Next Meeting: October 4, 2022 @ 2:30pm

**Council on Aging Board of Directors  
Tuesday, September 13, 2022  
2:30p.m.**

**DIRECTOR'S REPORT**

**Building Concerns and Usage**

Solar panels to be installed this Fall on Heather St. side of building  
National Grid work continues through beginning of October

**Administration and Finances**

YTD Budget reports

**Programs and Events**

Senior Center Month Events  
Coming Events  
Plan to bring back the Breakfast Club  
Dr. Andrew Budson event on October 6  
Farm Stand and CSA Program update

**Meetings/Activities/Clients/Clients of Concern**

Case Review Meetings/ Clients of Concern  
Elders at Risk Meetings  
Hub Meetings

**Personnel Updates**

New Activities Coordinator hired, starting at end of September  
Front Desk Coordinator, Transportation Coordinator and part-time Outreach and Activities  
Coordinator still vacant  
Outreach Coordinator change in schedule for Fall 2022 only  
Social work interns joining us this Fall