

MEETING MINUTES RAYMOND AGE FRIENDLY COMMUNITY CONNECTIONS

FEBRUARY 13, 2018

Attendees: Sheila Bourque, Irene Morris, Susan Moore, Ginger Wallace, Eleanor Thompson, Charlotte Rowe, Bob Wallace, Laurie Wallace

- 1) The purpose of this monthly meeting is to keep the larger group updated on the activities of other related committees as well as to provide educational opportunities through speakers and presentations.
- 2) The handouts provided to the attendees contain the final versions of the Steering Committee and the Assessment Team charters. Within each is a clear description of the purpose and processes that each of the groups will use to transact their business.
 - a. Steering Committee: This group provides guidance to the various committees that arise from the activities of the larger membership. It is a standing committee that meets at least monthly. Among its duties is the creation of an agenda for the larger group.
 - b. Assessment Team: This group develops a survey built around the eight key domains introduced by AARP. The team suggested that the survey be available in multiple ways, via an insert into the Windham Eagle (for Raymond residents only), on-line, and by meetings in more public environments. The team will develop a method to collect the survey data and recommendations for further actions based on the responses.
 - c. Resource Guide: A small team has been assembled to gather contact information for a future guide that is intended to be available virtually (on line) and in booklet form. Many thanks to the people that have already reached out to some of the resources that will be available in this guide. (There is currently no handout for this group.)
- 3) As the meetings progress, topics often arise that are of interest to some or all of the group. In order to complete the agenda topics, issues that are not on the agenda will be captured in a holding area called a “parking lot”. It is understood by all that these topics are often of interest to many others in the group, but that the agenda items must be covered first. The intent is that all topics held in the parking lot will be discussed at the end of the meeting. Susan Moore has agreed to manage the parking lot topics at each meeting.
- 4) At the larger meetings, every attempt will be made to include a speaker or a “webinar” (a web/computer based seminar) to spur interest and attendance.
- 5) In support of the goal of providing educational opportunities to the larger group, it would be helpful for someone or a team of people to seek speakers to help the group solve problems or expand horizons. If there are volunteers in the larger group who would like to provide this important activity, please respond to any members of the Steering Committee.
- 6) The current member list will be sent out to add more detail to individuals wishing to participate in the age friendly initiative. Not only will contact information be updated, but the members will be asked to comment on what they want to do to support the group, what they can contribute to the team. As examples, some of us have a high level of competency with computers, while another has experience writing grants.

- 7) There was discussion that, as the work of the Steering Committee and Assessment Team progresses, the larger group should become more formalized. This has begun informally, with Sheila Bourque currently leading the meetings, Susan Moore managing the parking lot, Laurie Wallace taking notes for publication to the team, and someone (as referenced above) to manage speakers and webinar topics for the meetings.
- 8) There was lively discussion regarding the name of our group. It is important that, as each of us reaches out to fellow Raymond citizens, and as we coordinate our efforts with important Raymond institutions (such as the town's elected officials and the Library) we reference the group in the same manner. The group agreed to the naming of this effort as "Raymond Age Friendly Community Connections".
- 9) PARKING LOT – Following are the topics that arose during the meeting and were discussed at the end of it.
 - a. Communications regarding meetings to all members: Attendance at the 2/13 meeting was low. Should we remind members just prior to the meeting? Some expressed concern that people might not want to receive multiple communications, and that it is up to us individually to put the meeting on our respective calendars and prioritize attendance as is appropriate for each of us.
 - b. How do we increase attendance (which ultimately generates a larger volunteer base for this initiative)? Currently it is word of mouth and the Windham Eagle. Irene Morris has agreed to look into using the Lake Region Weekly as a conduit. The new town electronic signs were also mentioned as a good way to reach Raymond residents.
 - c. How do we get money to do what is necessary for success (for now, costs associated with the assessment and publishing of a resource guide)? Sheila Bourque has received approval from the team to write several grants that are available. It is anticipated that the group will address the Select Board in the spring to ask for their support of our grant applications.
 - d. Monthly topics – webinars can be selected from various resources made available from organizations such as AARP and the Tri-State Learning Collaborative on Aging. Programs held in conjunction with the Raymond Village Library can be held. Speakers can be invited, but there is concern about inviting a speaker when there is low meeting turnout. A suggestion was made to invite other communities that have already successfully completed the assessment process.
- 10) The larger group meetings will be held on the second Friday of each month, at 2:00 pm at the Public Safety Building. For the balance of winter and spring, these dates are March 9, April 13, May 11 and June 9. All members will receive the meeting notification in advance of each session.