

MEETING MINUTES RAYMOND AGE FRIENDLY ASSESSMENT TEAM/STEERING COMMITTEE  
JUNE 11, 2018

Attendees: Carol Fogg, Nancy Foran, Sheila Bourque, Ginger Wallace, Judy Rand, Chase Rand, Susan Moore, Laurie Wallace

PLEASE NOTE THAT THE STEERING COMMITTEE AND ASSESSMENT TEAM MINUTES ARE COMBINED BELOW TO BETTER REPRESENT THE FLOW OF THE MEETING.

ASSESSMENT TEAM:

1. The survey link is now available on the Town of Raymond website.
2. Collections will be made weekly from the sites and either input by the collector or given to Carol F to input.
3. On line surveys – as of 6/11, there are 23 surveys on line, either directly entered via the links or entered by team members.
4. Data entry process – Carol F has generously offered to enter everything. She asks that everyone bring completed surveys from the various collection sites to the 7/9 General Assembly meeting to give to her.
5. Community and private events to expand coverage
  - a. 48 surveys were completed and returned on Election Day at the Middle School!
  - b. Summer road association meetings are a great way to take advantage of already assembled groups. Laurie W will contact Sue Look at the Town Office to see if it is possible to get a list of road association contacts in Raymond. Susan M has agreed to put together talking points for anyone speaking at a road association meeting, so that critical points are covered.
  - c. Sheila B is looking at pricing for additional surveys, and also is looking into printing a business card that identifies the online options for survey takers.
  - d. Reach out to any groups you belong to (such as Friendship, Garden, Lions) to spread the word.
6. Open questions for future discussion
  - a. Should we be developing a mission/vision/set of goals for the Assessment Team? Susan Moore is putting together examples from similar organizations. AARP has partnered with St. Joseph's College, and we can take advantage of this work.
  - b. Do we want to solidify the structure of the Assessment Team with job titles and roles?

STEERING COMMITTEE:

1. We want to expand the group's online presence – Susan M has offered to create a direct link for Age-Friendly team information as part of the town website, as well as creation of a Facebook website. Sheila B recommended that Susan M review the Crescent Lake Watershed Association website, as it is a very friendly interface.
2. Upon request that a publicity coordinator role be created, Sheila B indicated that she continues as the liaison between the group and both the Windham Eagle and the Lakes Region Weekly. The current process is that Sheila B submits relevant information to Allison of the Raymond Village Library, who then sends it to the papers along with Library news/events. Both papers have the dates for the summer meetings.
3. Next General Assembly meeting is on Monday, July 9, at 2 pm at the Public Safety Building.
  - a. Primary topic is the American Red Cross' presentation on safety in the home, focusing on smoke detectors and escape routes.
  - b. Mary-Therese Duffy has committed to a 15 minute session of Qigong. All participants should wear comfortable clothing and bring water.

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4. Future GA meetings
  - a. Susan M will be looking into available webinars from Tri-State Learning Collaborative to see if there are topics appropriate for the larger group.
  - b. John Facella of Raymond Fire and Rescue is interested in putting together some 30 – 60 minutes sessions on home and life safety. He is interested in meeting with members of the Steering Committee to build a program that meets our needs and interest. He is available to present in the October/November time frame.
  - c. North Yarmouth FD has a great presentation on their collaboration with their Age-Friendly team. They did not respond to requests for the July meeting, so we will reach out to them in the fall.
5. Fund raising ideas
  - a. Yard sale/bake sale at the ballfield? (follow-up – Carol F spoke to Beth Clark, who indicated that the town owns the ballfield and will have to provide us with access and/or information about events already scheduled at the ballfield.)
  - b. Ice cream social – Laurie W to reach out to Mosquito to see if they would be willing to host a fundraiser at their stand. (follow-up – yes, they are interested in supporting us, most likely in the last 2 weeks of August. They will contact Laurie W after the holiday rush in July.)
  - c. 5K race – Susan M has a contact with experience in creating and coordinating a race.
6. Increasing our presence and promoting the survey
  - a. Town office with poster and easel – Sheila B offered to manage this
  - b. Post office with poster and easel – Laurie W offered to manage this
  - c. Sheila is also reaching out to Paris Farmer’s Union
  - d. Nancy F, can we have a presence at the July church supper?
  - e. Other opportunities are set ups at Good Life, Donut Shop, Mosquito
  - f. Laurie W to create a blank calendar so that people can sign up for slots over the summer. All materials (banner, surveys, cardboard box, posters, flyers) have been moved to the Raymond Village Library so that whomever requires them for a “public appearance” will know where to find everything that is needed. Sheila B has indicated that she will let volunteers in to pick up materials if the Library is closed.
  - g. For those who put up the initial flyers, please notice if any need to be replaced.
7. How do we increase our volunteer base?