

Minutes of the Commission on Aging Meeting  
Garvey Senior Activity Center, Leonardtown, Maryland  
Wednesday, November 14, 2012

**CALL TO ORDER**

Start Time: 1:00 p.m.  
Location: Garvey Senior Activity Center, Leonardtown, Maryland  
Chaired By: Bettie Broadhurst

**PRESENT**

**COA Members:** Bettie Broadhurst, Norma Pipkin, Crystal Menear, David Ryan, Cindy Williams, and Gail Murdock

**Department of Aging and Human Services Staff:** Lori Jennings-Harris, Director; Alice Allen, Senior Center Operations Division Manager; Kathy Mather, Operations Manager, Garvey Senior Activity Center; and Brandy Tulley, Senior Programs Specialist

**ABSENT:** Agnes Butler, Elfreda Mathis, Peggy Reardon, and Sam Brown

**APPROVAL OF AGENDA**

Motion to approve the agenda was made by Gail Murdock and seconded by Crystal Menear; all were in favor and the motion carried.

**APPROVAL OF MINUTES**

Motion to approve the amended October 2012 minutes was made by Cindy Williams and seconded by Crystal Menear; all were in favor and the motion carried. Language was added to the minutes to reflect details regarding the nominating committee.

A PowerPoint presentation was made by Kathy Mather regarding the Garvey Senior Activity Center. The outline included information about the problems and challenges of the physical structure, the lack of space for the growing needs of the center, and limiting our programming due to the space deficiency. A discussion followed the presentation.

**OLD BUSINESS**

**Friends of Ripple Projects:**

Sam Brown, who is a member of the Friends of Ripple, will have his term as a COA member expire in December 2012. Mr. Brown has reported on Friends of Ripple Projects in support of the St. Mary's Medical Adult Day Care. With Mr. Brown's departure from the COA, the Friends of Ripple Projects will be removed from the agenda as a standing item. Lori Jennings-Harris will provide information about the Ripple Center to the COA members, as needed.

**NEW BUSINESS**

**Charles County Commission on Aging Visit:**

Ms. Broadhurst and Ms. Pipkin attended a Charles County Commission on Aging meeting and learned about their Maryland Access Point program; there was discussion about the upcoming United Seniors of Maryland rally, usually scheduled in January, to which the St. Mary's COA members are welcome to attend along with Charles County's COA; their Adopt-a- Senior program, which provides a turkey dinner to seniors in need; drive-in flu shots; the Charles County COA newsletter; and their Adopt-a- Vet program. Ms. Jennings-Harris explained the St. Mary's County Department of Aging and Human Services has received the support of the county commissioners to become a Maryland Access Point (MAP) site, which will develop over the next year. Also discussed was the lack of visibility and presence of the Alzheimer's Association in the southern Maryland area since the departure of the regional director.

## **ACTION ITEMS**

The COA members discussed the need to focus on the construction of a new Garvey Senior Activity Center. During the January 2013 COA meeting, members will develop an overall strategic plan to include their next Senior Forum, the year's schedule of visits to the senior activity centers, and a plan to support the construction of a new Garvey Senior Activity Center, including a timeline of accomplishments. Also, the members will establish a work group committed to the Garvey project who will work outside of the regularly scheduled monthly COA meetings. COA members will provide their strategic plan ideas to Ms. Broadhurst by email for inclusion into the strategic plan for 2013. A special meeting, with any members wishing to participate, will be scheduled for the second week of January 2013 to review the draft strategic plan. A final draft of the 2013 strategic plan will be presented at the regular January meeting for approval by the COA members.

Ms. Broadhurst will prepare a draft Annual Report to be reviewed by the commission members at the January meeting, in preparation for its submission to the county commissioners in January or February 2013.

There was discussion about the mission statement and purpose of the COA. The COA members will review and discuss the possibility of changing the mission statement during an upcoming meeting in 2013.

COA members will review the meeting agenda as it appears in the by-laws and discuss changing the current agenda's format to the one included in the by-laws during a meeting in 2013.

A request was made to send the PowerPoint presentation on the Garvey Center that was presented at this meeting to the COA members by email.

A protocol of when to send flowers to a COA member who has lost a loved one was discussed. The members agreed to begin sending flowers when an immediate family member, including the spouse, a child, or mother/father, passes away.

## **UPCOMING EVENTS**

No "upcoming events" were discussed.

## **DIRECTOR'S REPORT**

- The Department Christmas party will be December 14, 2012 at the Loffler Senior Activity Center.
- The Annual Caregivers' Breakfast and presenter will be held at the James A. Forrest Career and Technology Center on November 16, 2012.
- No personnel changes to report.
- Encouraged COA members to suggest church or community groups to whom the Department may present information about the Department's programs and services.

## **NEXT MEETING**

There will be no meeting in December. The next regularly scheduled meeting will be January 28, 2013 at the Garvey Senior Activity Center beginning at 1:00 p.m.

## **ADJOURNMENT**

Motion to adjourn was made at 2:30 p.m. by Cindy Williams and was seconded by Norma Pipkin; all were in favor and the motion carried.