

April 19, 2023

Attendees: Ruthann Dobek, Janet Gelbart, Susan Granoff, Yolanda Rodriguez, John Seay, Carol Seibert, Ruth Seidman, David Trevvett, Melissa Trevvett, Matt Weiss, Sonia Wong. Staff: Jessica Milley-Gee

1. Update on Brookline's AARP Age-Friendly application

- a. Select Board will vote on the application letter on 4/25.
 - i. Included final input and corrections from this committee.

2. Priorities for next couple of months

- a. Founding partners
 - i. JF&CS – Named replacement for Kathy Burnes – Renee.
 - ii. CCB – Hired for Laura Baber's position.
 - iii. Goddard – No information.
 - iv. Founding partners contributed time/money to BrooklineCAN.
 - v. Annual meeting, education, and other activities need them.
 - vi. Follow-up request 2Life join BrooklineCAN representative.
 - vii. 2Life could join as a business sponsor.
- b. Next month will be financial solvency
- c. David – Suggested adding program goals to each agenda.
 - i. Example – Annual meeting – BrooklineCAN and community.
 - ii. Need agenda to also reflect community based priorities.
 - iii. BrooklineCAN priorities and Town age-friendly priorities.

3. Candidate's Forum – April 20 4PM for May 2nd election

- a. Any last minute details to discuss?
 - i. Carol S. will forward schedule to steering committee.
 - ii. Jamie Jensen handling physical setup.
 - iii. Matt send email to BIG confirming plans.
 - iv. Janet and Marsha will help staff membership table.
 - v. Material in black bag to be provided by Sonia.
 - vi. Table for candidates and their material planned.
 - vii. No signs only material on the table.
 - viii. Town Clerk will explain ballot and questions.
 - ix. Non-Select Board candidates will just introduce themselves.
 - x. Discussion re override explanation by Town Counsel.

4. Discussion of BrooklineCAN Annual Meeting set for Thursday, September 7, 2023

- a. Next steps for Steering Committee
 - i. Act as chair of committee providing direction.
 - ii. Matt will be meeting convener.
 - iii. Senior Center staff: Jamie Jensen and Julie Washburn.

- iv. Melissa recruited Jude Kidde and Rose Rothstein to assist.
- v. Ellen Bick also agreed to participate.
- b. Speakers confirmed: Sigalle Reiss and Candace Cramer.
- c. Theme confirmed: “Reemerge and Reengage” – further edits/discussion on theme?
 - i. Change to hyphenated “Re-emerge and Re-Engage”
 - ii. Suggestion: Have a tag line after the title.
 - iii. Tag line needs to be coordinated with speakers.
 - iv. Consider possibilities as we go forward.
- d. Discussion of food/beverage
 - i. To be determined.
- e. Entertainment
 - i. John Seay received okay in email from BHS music person.
- f. Timeline
 - i. Janet will be keeper of the spreadsheet/timeline.
 - ii. Program schedule depends on printer needs.
 - iii. More information in May meeting of Steering Committee.
 - iv. Need to finalize the budget.
 - v. Communications Committee will handle press releases.

5. Brookline Day – Sept. 10, 2023. Will remain in Coolidge Corner

- a. No discussion required.

6. Select 2023 nominating committee (see attached for terms expiring/openings)

- a. Past years was Ruth, Ruthann and John.
- b. Positions
 - i. See separate distributed file: Nominations 2023 – 4.18.2023.
 - ii. Representatives of each committee should be on Steering.
 - iii. Susan Granoff – LCAC.
 - iv. Ruth – Communications.
 - v. Need chair – Membership.
 - vi. Melissa – Withdrawing from Steering Committee.
 - vii. Melissa – Suggested Rosaline.
- c. Inform committee of any proposed candidates.
 - i. Important to consider diversity in suggestions.
 - ii. Diversity important for membership and leadership.
 - iii. Carol Seibart agreed to stay on the Steering Committee.

7. Discussion of mailing BrooklineCAN newsletter to non-members

- a. John – send 109 paper newsletters and 900 email newsletters.
 - i. Free email newsletters to members and TMMs.
 - ii. Paper newsletters have a cost to be mailed.
 - iii. Paper to 92 former members (34 were JF&CS sponsored)

- iv. Suggestion is to ask for and send email newsletters or stop sending them entirely.
- b. Difference of opinion in Communications Committee.
- c. Presenting issue to Steering Committee.
 - i. 3 options – stop sending, send a gentle letter encouraging renewed membership (mentioning \$10 discounted membership and website), or make no change.
 - ii. Bea Mikulecky suggested and would draft possible wording.
 - iii. Suggested other sites for copies, e.g., Brookline Booksmith.
 - iv. Email newsletter signup sheet at Candidates Forum.
 - v. Sonia – Restart Town Hall copies of newsletter.
- d. Decision – Bea should write a “gentle letter” draft.

8. Update on ARPA funding and CoA budget FY24

- a. Three items that benefit CoA were all approved
 - i. New electric van (ARPA & Climate Change funds)
 - ii. \$50K for transportation (especially medical)
 - iii. Joint CoA and Friendship Works – get more volunteers in Brookline Housing for social isolation.
- b. Ruthann thanked Susan and Advisory Committee for support.
 - i. Included funding for strategic planning for CoA.

9. Treasurers report (John)

- a. Only item of interest is yearly Fiscal Management fee \$1,080.02.

10. Committee reports

- a. Membership
 - i. No report.
- b. Communications
 - i. Newsletter (Ruth) – AFC-TV article, events at Senior Center, last minute reminder about May election.
 - ii. News Releases – No activity.
 - iii. Website – AFC-TV show Episode 41 on website.
 - iv. AFC-TV – Valerie Fletcher Episode 41.
- c. Livable Communities
 - i. Next meeting May 8th – Amanda Hirst (Library Director).
- d. Education
 - i. No report.

11. Old & new business

- a. None.

12. Next meeting: May 17th, 2023 at 3:00pm via Zoom

BrooklineCAN Annual Meeting
Notes: Planning Committee July 17, 2019

1. Attendees: Frank Caro, Ruthann Dobek, John Seay, Elenore Parker, Katherine Burnes, David Trevvett, Matt Weiss, Henry Winkelman
2. Annual Meeting Date: 9/19/2019
3. Theme: Active Networking

Watch Us Network
UCAN2

4. Program: Kathy: Illustration - Mostly Visuals/graphics (balloons) re: network and goals
 - a. Requesting list of organizations networking with BrooklineCAN.
 - b. Needs to be ready for printing 8/21/2019
5. Volunteers
 - a. Katherine and David to contact volunteers and set up meeting to prep for Annual Meeting
 - b. Laura: Thank band, pizza gift card
 - c. Matt and Elenore and David to attend meeting.
 - d. New volunteers help sell tickets
6. Meeting Format:
 - a. 6:15pm – Initiated by Matt as MC
 - i. More food
 - ii. Buy 50:50 tickets
 - b. Ruthann and Frank welcome
 - c. Presentation of service awards for committees, not for individuals
 - d. John Seay pitch for members
 - e. Keynote Speakers
 - i. Carey Goldberg – Editor of CommonHealth
 - ii. Karen Shiffman – WBUR Executive Producer of “on Point”.
(Possible Speaker Subject: Building a stronger community through networking)
 - f. 50:50 Raffle
 - i. Ruthann has raffle tickets
 - ii. Need volunteers
 - iii. Only cash accepted
 - iv. \$1 per ticket (\$5 for 6 tickets?)
7. Tables and Vendors:
 - a. Check Method of Payment for vendors– Cash, Credit (Square)
 - b. Registration/membership – “Coffee Lounge”
 - c. BrooklineCAN Committee Tables – “Coffee Lounge”
 - d. BrooklineCAN committees – Membership, Communications, Education, Age Friendly Business
 - e. Vendors) –6 tables for 3 vendors in “Bar Room” (103)

- f. Vendors – Frank Caro (Pottery), Claire Goodwin (Fabric art), Patricia Burns (Photos cards) will share proceeds (60:40 or 50:50 percent)

BrooklineCAN Annual Meeting
Notes: Planning Committee July 17, 2019

8. Awards:

- a. Kent-Station Street Affordable Senior Housing Committee (Heather Hamilton accepted per Frank Caro)
- b. Climate Action Committee (of Select Board) – (Werner Lohe)
- c. Transportation Board (TBD: Chris Dempsey or Jonathan Kapust)

9. News Releases Information for Communications Committee

- a. Elenore will compile media list to include WBUR, Patch, Tab, and Boston Globe (Rob Weissman and others).
- b. Annual meeting features artistic talents of BrooklineCAN members
- c. Background of WBUR speakers and information, re: their talks
- d. Networking with people in many organizations

10. Schedule:

- a. 7/23/19 – Save the Date blast.
- b. Late July – first news release (announcement)
- c. Mid-August – principal news release
- d. 8/19/2019 – paper and email flyer/invitation (Communications Committee)
- e. 8/21/2019 – cutoff for program
- f. 9/12/2019 – email reminder
- g. 9/2019 – final news release
- h. 9/2019 - Newsletters
- i. 9/19/2019 – 5-6pm (Jazz Ensemble & Tables)
- j. 9/19/2019 – 6:15-7pm

11. Next Meeting: TBD (Tuesday, August 13 (?) 2019 – Senior Center, 3:00 pm