



## **Village Advisory Board Meeting**

**Oct 26, 2022**

### **Minutes**

Meeting called to order 6:05pm

**In attendance:** Carolyn Sutterfield (Vice Chair), Jason Scadron, Roxann Morgan Rowley (Secretary), Martha Armstrong, Anne Chase (Senior Center), Lesley Abashian, Jennifer Rose, Sigrid Skipper, Janice Miller, Kim Luckabaugh  
Visitor: Tony Fazioa (Senior Center)

**Introduction:** Manisha Maskay – future advisory board member;

**Approval of Minutes of July 27 & Sept 28** – Janice moved; Jennifer second - Passed  
Kim, Jennifer, Janice Abstentions as noted

### **General Village Info - Jason**

Fall Festival – Information distributed, Village volunteers and Human Services volunteers worked the booth; one member and volunteer application filled out  
Status of membership/volunteers/orientation: 25 members, 21 volunteers, 10 orientations

Lunch and Learn Update: The Lunch and Learn had 18 attendees; NV Rides attended; The session promoted and introduced the Village

HMA Focus Group: Nov 10<sup>th</sup> at 6pm; virtual

This is a consultant that is looking at the aging plus plan. Results of survey from this past winter; focus groups and town halls gathering additional information from people who haven't participated. The HMA is using a script and would like people to respond as a group.

Funky Flea Market: Last one till 2023; volunteers needed

Nov 9 Melissa Bachelor and GWU is doing an Aging Summit that is virtual. It is 9-5pm. Jason will resend the invitation and flyer for the virtual conference, Age-Friendly Ecosystem Summit.

Carolyn has information regarding AARP will do getting started with zoom at the Wellness Center for Free.

Kim informed the group about the Americorps Senior Program – Vista Program that Americorps operates for college students. We could apply for an intern.

### **Expo Planning – March 31, 2023 at the Sherwood Center – 10am-3pm**

Carolyn attended the Springfield Expo and explained that they had a map and how it was laid out. She gave the group further details regarding.

Jennifer helped develop a plan during the meeting

- Anita put together a project plan for the expo; broken into exhibitors, speakers, food, communication, volunteer coordinator, liaison with venue
- **Food** – Jennifer suggested that some restaurants might come do samples; food trucks?
- Kim asked how many might attend- thought about Wegmans, Giant, Safeway; Jennifer said Giant has a program for non-profits; Janice suggested that we decide if we want food there; Leslie reminded us that there is no budget for this; Jennifer asked for someone to head up food; Kim suggested that we establish a sub-committee to think this through; Kim is heading up this sub committee with Martha
- **Speakers** – 4 speakers for the Expo, 45 minute seminars; Melissa will be volunteered with Carolyn and Leslie also helping ; Janice suggested Lunch and Learn seminar; Kim suggested someone in the construction or remodeling or doing home modification; Leslie suggested a presentation on depression
- **Exhibitors** – Carolyn and Jennifer will work on this together; Jennifer can do the backend registration and Carolyn handle contacts.
- Jason said Cathy connected him with someone from Vienna Parks and Rec health expo; they charge their exhibitors a small fee to get them to be committed and used the money to cover the costs and any additional is put in the general fund.
- Kim asked what the financial restrictions are for us? Leslie needs to ask about taking in funds. Jennifer suggested that some costs would be programs, advertising, The money could go through the Chamber

of Commerce; Leslie suggested that we write out exactly what we are charging to whom, etc; Janice suggested that we talk to Rob: Benefits to using the chamber for the transaction fees are covered; Carolyn suggested having something to entice like food could be beneficial

- **Publicity and Promotion** – Expo description and write up and putting it up; City Scene; Parks and Rec Connected Magazine; Carolyn said we need a name. There was lots of conversation around a theme and title. Kim brought up the mission statement; “Home For Life Expo”
- Registration of attendees? There will be a member registration on the premise
- **Volunteer Wrangler** – Jason communication and Janice will be the Wrangler
- Carolyn requested that we send something about the tagline; Jennifer will put things together and solidify and each committee will report

**Village to Village Virtual Conference Report** – 20<sup>th</sup> anniversary for the village. Everything was recorded but Carolyn said there was nothing sent out. If anyone is interested in the conference Jason will help you. Publication sent out on Village to Village . Kim suggested that Carolyn and Jason could send out something that highlights different ideas from the Conference.

**Neighborhood Engagement** - How do we engage with the community? Carolyn looked at the surveys to see what areas responded. She looked at where there were older homes too. She suggested we should be talking to people more; Kim suggested that we use the neighborhood newsletters to get into the community and also Info sessions for different neighborhood groups. Coordinating with various local churches. Carolyn thinks we should have a volunteer to coordinate these connections. Janice suggested channel 12 to put something up on like a TV or conversation or interview, maybe ask communication director. Martha is worried we will lose volunteers without getting members that call with needs to increase the demand. Leslie is hoping the connection with paramedics with also connect with volunteers. Kim also suggests working through children of the seniors, using social media to capture the attention.

Carolyn also published something in the Tatler for Mosby Woods about Ready Rakers- advertising volunteers needed

### **Senior Center update – Anne Chase**

Senior Olympics – Jason attended

Working on the brochure

Had election for senior council members  
Had Luncheon with new Parks and Rec director  
Pickle Ball Courts Opening

Meeting adjourned at 7:32

Next meeting Nov 30th