



## EXECUTIVE COMMITTEE MEETING MINUTES Tuesday, January 12, 2021 11:11 AM

**Executive Committee Attendees:** Charleen Knox, Janet Proctor, David Jones, Angenell Nolton, Anna Marie Baity, Mary Bolton, Frankie Pendergrass, Pat Jackson, Amelia Dent, Adrienne Smith, Lorine Bizzell, Erica King, Bridgette Thompson, Conneva Hall, Annette Hill, Rochelle Evans, Charlene Love, Betty Martin

**Member Attendees:** 54 COE members attended this meeting.

Charleen Knox, COE President called the COE virtual ZOOM meeting to order and welcomed everyone at 11:11 AM. The first meeting of 2021 began with Reverend George Wadley's uplifting prayer followed by an inspiring motivational message by COE Assistant Secretary, Anna Marie Baity.

**Minutes:** Lorine Bizzell, Secretary, read the December 8, 2020 Minutes. Conneva Hall motioned to approve the Minutes seconded by Dorothy Wright with the following revisions: change African American History **Club** to **Class** under Director's' Comments.

### COUNCIL OF EXCELLENCE (COE) COMMITTEE REPORTS

**ISSUES AND CONCERNS:** Chair, Frankie Pendergrass, reported no new updates since 2021 just began. Committee helped judge December Holiday events.

**PROGRAM:** Chair, Rochelle Evans stated the Committee is on a hiatus until February 2021 but will be implementing an Instructors' Guide for Training Seniors. They will also review Fitness Programs i.e. Basketball and Pickleball, especially appealing to men.

**SPECIAL EVENTS:** Chair, Angenell Nolton and the Committee have resigned as of January 1, 2021. She thanked the COE and all who participated and worked in the successful events the Committee has implemented and planned all year. She also thanked Bob Glicksmith and the Photography Team for providing pictures for the December slideshow. Betty Martin will replace Angenell as Chairperson. Several events are being planned for February, Black History Month.

**CLUBS, CLASSES, AND GROUPS (CCG's):** Chair, Amelia Dent will continue to work on increasing Center membership.

**COMMUNITY SERVICES AND OUTREACH:** Chair, Pat Jackson stated the Committee delivered care bags and items to Traditions Health and Rehabilitation Center for the *Adopt A Nursing Home Initiative* to bring holiday cheer to nursing home residents. The *Let's Stay Connected Orientation Training Program* was held for the Technical

Assistants who will train seniors on how to utilize the ZOOM platform on their devices. Please give Pat Jackson names of seniors who need this assistance as well as anyone interested in becoming a Senior Technical Assistant.

**COURTESY AND SUNSHINE:** Adrienne Smith, Chair, reported on the successful December *Celebration and Remembrance for Loved Ones* Event planned with the Hospitality and Welcome Committee. They continue to send out Sympathy and Get-Well cards to Center members.

**DECORATING:** Chair, Mary Bolton had no updates until the Center can be visited. She will be stepping down as Chair for this Committee but will continue to be involved.

**HEALTH AND WELLNESS:** Chair, Sonja Elliott encouraged everyone to sign-up for COVID-19 vaccinations at LWSC on Wednesday, January 13.

**HOSPITALITY AND WELCOME:** Chair, Conneva Hall and Committee are working with staff to invite new members to register for a March *New Member's Meet and Greet*.

**NOMINATIONS AND ELECTIONS:** Annette Hill, Chair stated the Committee is poised to initiate election activities once the Center reopens.

**SAFETY:** Chair Anna Marie Baity, has resigned but continues to encourage safety training, improved ventilation in the art and pottery rooms, and placing trauma kits throughout the Center.

**PORTER SANFORD II PERFORMING ARTS COMMUNITY CENTER (PS):** Chair, Janet Proctor had no updates until a meeting occurs with COE, LWSC Staff, and Porter Sanford staff regarding the *Pros and Cons Report* for holding Events at Porter Sanford.

### **OLD/UNFINISHED BUSINESS**

**VICE PRESIDENT,** Janet Proctor reviewed the Brick Memorial Garden Fundraiser report. Upon Center reopening, a decision will be made about continued brick sales and hosting a Brick Memorial Dedication.

### **NEW BUSINESS**

(Charleen Knox)

1. Pat Jackson reported on and shared pictures from the *Adopt A Nursing Home* Event. The Community Services and Outreach Committee collected \$185 and received donated items for three carloads. Staff and 120 residents were truly appreciative. Pat thanked LWSC members and staff for their generosity.
2. New Classes began January 11, 2021 and will end February 19. Please review the current LWSC Online Class Schedule on the website for new ZOOM ID numbers.

3. A Virtual Covid-19 Webinar will occur in January to ensure that everyone is knowledgeable about the disease, steps for prevention, and taking the vaccine.
4. Some of the COE Committee Chairpersons and members for Special Events, Safety, and the Decorating Committees will be stepping down. They will continue to volunteer. The term for COE elected Officers was to end December 31, 2020, however; the Center closure has precluded the 2020 Election from occurring. These Leaders will remain in office until June 2021. Charleen commended **all** for an outstanding effort and participation in events and activities during this difficult time. She has requested those who are able to, act in a voluntary or advisory role.
5. February is Black History Month and the COE Special Events Committee will be hosting "Black History Spoken Word" on February 18, 2021 at 2 PM and the LWSC Drama Club will host "Our Family" on Friday, February 26 at 2 PM.
6. Comments from the members included: Seniors should complete outside tasks during the daytime, stay safe, vigilant and return home before dark. Do not discuss political views with strangers.

### **DIRECTOR'S COMMENTS**

(Ericia King, and Bridgette Thompson)

1. LWSC staff are waiting to be contacted to schedule the Accreditation Site Review.
2. Staff thanked everyone for their resilience and working in a different manner. The Center opening date is still unknown especially with COVID-19 numbers increasing.
3. LWSC is one of only a few Senior Centers that are still operating at a high level with ongoing active programs and classes. The Center is nationally visible. Staff thanked the COE and members for their continued support. Please participate in programs and classes to stay mentally, physically, and spiritually motivated and inclined.
4. LWSC was selected as the site for a Pop-up COVID-19 Vaccination Clinic on January 13, 2021. Staff found out Sunday night, January 10. They have tirelessly worked responding to 1,000 overwhelming phone messages to ensure categorically eligible individuals are scheduled for vaccinations. Dr. Ford, Dekalb County District Health Director, gathered a group of volunteer physicians, from other health care sectors to provide the vaccinations. Booster vaccinations will occur approximately 28 days later. A Question-and-Answer Session regarding scheduling and registering for this event ensued. Staff are unaware of future dates for another first injection Pop-up clinic.

### **ADJOURNMENT:**

At 12:53 PM, the Meeting was adjourned as motioned by Frankie Pendergrass and seconded by Lorene Knight.

## ANNOUNCEMENTS

- Email Address: [LWSCCouncilofexcellence@gmail.com](mailto:LWSCCouncilofexcellence@gmail.com)
- COE Phone Number: 770.322.2935 (currently unavailable due to construction)
- Link to Lou Walker website to see COE Monthly Committee reports, minutes, etc. after monthly meeting.
- COE Committee Chairpersons' monthly reports due by Monday, February 1, 2021. Please send to Charleen Knox, COE President and cc: Janet Proctor, COE Vice-President.