

ULSTER COUNTY CHAPTER

President: Claire O'Brien

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Membership Meeting Minutes

April 27, 2018

May 24, 2018

April 27, 2018

Meeting was held in the community room of RUPCO

Claire O'Brien, President of Ulster Chapter, welcomed members to the Ulster Chapter's Strategic Planning Session and introduced the purpose of today's meeting.

Mike Hein, Ulster County's Executive, welcomed the members and the Chapter to Ulster County. Executive Hein offered his support to the Chapter.

Kelly McMullen, member of StateWide's legislative committee, introduced the StateWide's legislative agenda.

Gail Myers, Deputy Director of StateWide, welcomed the Ulster Chapter members and highlighted issues related to membership.

Helen Edelstein, Treasurer of the Ulster Chapter, introduced the SOAR Analysis process that would be utilized to develop the Chapter's strategic plan.

Members divided into three groups: "Strengths", "Opportunities" and "Aspirations". Each group was provided with "trigger" questions to assist them in identifying the strengths, opportunities and/or aspirations of the Ulster Chapter; all comments were recorded. At the conclusion of their work, each group reported out to the larger group and discussion ensued. The final product of this process was to use the strengths, opportunities and aspirations to develop "results/measurable outcomes" that would define the Chapter's Strategic Plan for the next 18 months.

Members agreed to meet on May 24 to continue the process of defining “Results” and creating the Strategic Plan.

Meeting was adjourned.

May 24, 2018

Meeting was held in the conference room of Gateway Community Industries

Claire O’Brien welcomed members to Part Two of the Ulster Chapter’s Strategic Planning Session.

Claire introduced the mission and vision of the Chapter, reviewed the work that was done in Part One and set the stage for Part Two.

Kelly McMullen and Helen Edelstein facilitated discussion on the strengths, opportunities, aspirations of the Ulster Chapter and described the process of translating these elements into results/measurable outcomes. All those members present participated fully in these discussions. The following represents the results of these discussions:

Members agreed that three working committees will be formed (Education and Outreach, Legislative and Marketing) and each committee will have a set of tasks to complete by December, 2018.

Marketing Committee

- Create “elevator” packet for handout
- Create talking points
- Create a brochure (paper and electronic) for the Ulster Chapter
- Develop a secondary mailing list for non members
- Create/produce/distribute a newsletter
- Follow up with people who attend open meetings but do not join StateWide
- Contact each new member shortly after joining as a welcome to the Chapter
- Reach out to Senior Clubs and SSIPs who have not yet joined StateWide

Education and Outreach Committee

- Collect and review data on previously implemented Needs Surveys (OFA, RCAL, Transportation Department, StateWide)
- Create and implement a Needs Assessment Survey to identify issues critical to Seniors in Ulster County
- Research and reach out to contacts within the County who may support the goals of the Chapter
- Contact providers who may serve a diverse Senior population in Ulster County

Legislative Committee

- Review State/Federal StateWide documents for local input
- Establish a rapid response team/communication system
- Identify legislative and other representatives
 - Obtain contact information
 - Maintain current lists of contacts
 - Schedule a visit to legislative offices
 - Invite legislators to a general membership meeting
- Hold legislative forum for all candidates

Members will review tasks of each committee and will choose a committee on which to serve. Members will complete attached form and email to Claire O'Brien at ucswpres@gmail.com or mail to Claire at 585 Lenox Place, Kingston, NY 12401.

Meeting was adjourned.

Respectfully submitted by:
Claire O'Brien
Helen Edelstein

