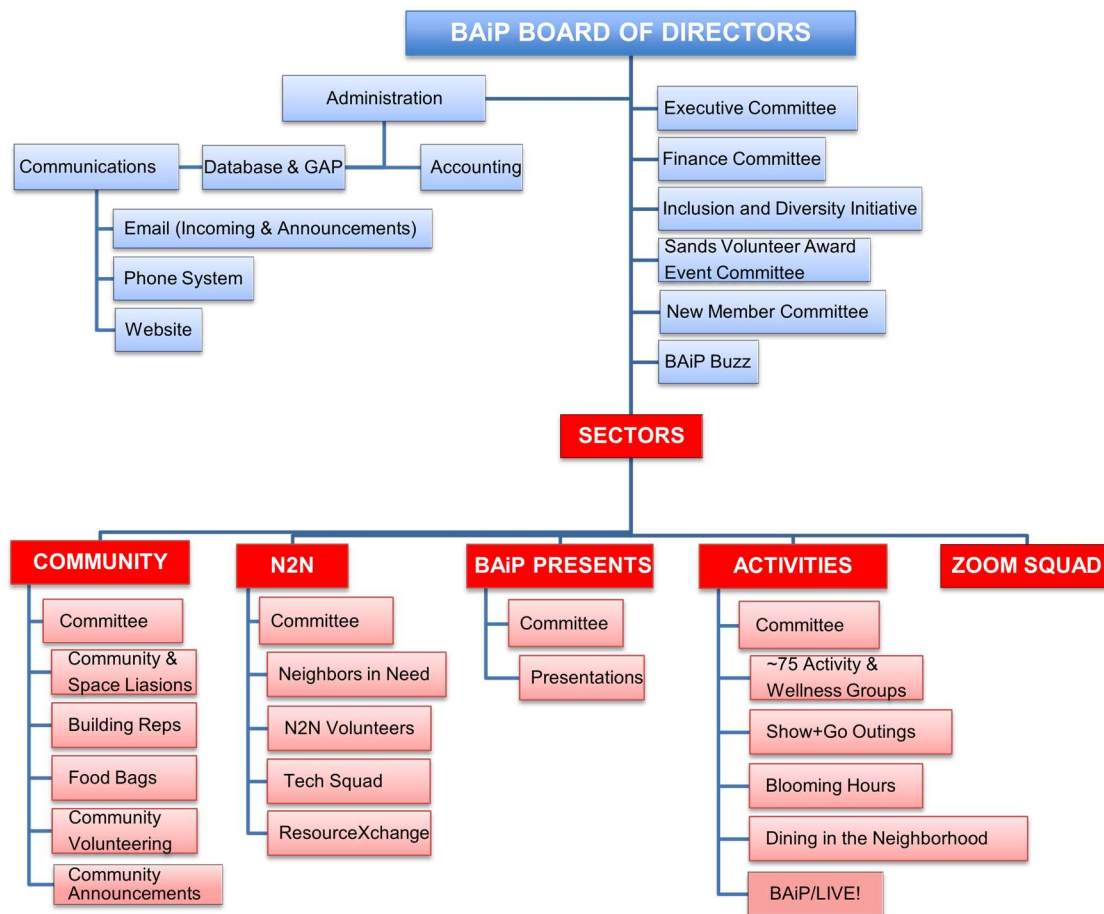


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BAiP Mission Statement: BAiP’s mission is to help older adults lead vital, connected, safe and comfortable lives as their needs change. An all volunteer, intergenerational network of neighbors, BAiP builds community by organizing social activities, sharing information, and extending a helping hand to neighbors as they continue to age at home.

President’s Note (Gail Naruo)

This annual report demonstrates how each sector, committee and initiative contributed to fulfilling the BAiP Mission in 2021 while the covid pandemic continued to challenge us. We maintained strong connections among our members as we held Board and committee meetings, activities groups, wellness classes, presentations, and volunteering in virtual formats. Thanks to the outstanding support of the Zoom Squad and training by members by the Tech Squad, we not only continued a wide range of virtual activities in 2021 but found that some were attended virtually by more members than had previously attended in person. A few BAiP offerings that couldn’t be continued virtually were in hiatus this year, such as the Food Bag program and community volunteering. The Board adjusted the policy for in-person activities and masking consistent with changes in CDC, NYS and NYC health department recommendations. BAiP not only survived another year of covid-related challenges, but exuded

creativity—our wine tasting, tennis and collage groups met on zoom! My deepest gratitude goes to all the leaders and volunteers who met and overcame challenges to keep BAiP moving forward in connection and community.

Activities Sector at 2021 Year End (Candy Dato & Phyllis Sperling, Co-Coordinator)

Most activities continued on Zoom throughout the year with a few groups meeting in person (masked and vaccinated after the Board revised the Covid policy).

Groups

There was an email blast in October that advertised group openings. Priority was given to new members and members not in other activity groups (except for Wellness groups and Hooray for Hollywood). Over 40 members joined 22 different activity groups.

The following new groups started in 2021:

“Tennis Lessons”, an exercise group, offered free tennis lessons in conjunction with the Riverside Clay Tennis Association (RCTA). Six lessons were offered for players who have not played for a long while and for absolute beginners in July. BAiP Board member Bill Short was the liaison with the RCTA.

“Photo Editing Group”, an art group, began in August and is led by Steve McLure. The group uses Photoshop and similar programs to manipulate and enhance images. The group has had some struggles while meeting on Zoom but is continuing.

“Photo Excursion Group”, an art group, began in August and is led by Marlene Schonbrun and Virginia Lawrence. The group goes on a monthly excursion to explore particular themes with their cameras and then has meetings on Zoom where they review photos.

“Jazz Listening Group”, an art group, began in September, led by Jon Cardon. The group listens to a variety of jazz instrumentalists and vocalists and discusses their influences. There were many members who were unable to join due to space constraints and we continue to look for another group leader.

“Creating Art and Writing on Zoom” is a new art group that combines graphic art and creative writing using meditation as well as discussion. This group is led by Isabella Calisi-Wagner and it began in September.

Wellness

The Wellness Program continued three sessions per week of Chair Yoga, one session of Movement Speaks (in collaboration with Dances for a Variable Population) and one session of Pilates per week.

On average, 15 to 25 people attended each of these classes in 2021, with more than 200 individual members participating, many zooming in for multiple sessions per week.

As an additional way of keeping members in touch with each other during the pandemic, at the end of each class participants were divided randomly into small Zoom groups to converse. The instructors often joined in to chat with class members.

BAiP/LIVE! (A cross sector initiative between Activities and BAiP Presents)

Continuing our efforts to alleviate the impact of isolation on our members during the pandemic, Marian Anderson and Phyllis Sperling developed three additional LIVE! productions showcasing the lives and talents of our members. The monthly, hour-long, closed captioned shows featured interviews, dramatic performances, original stories, music, quizzes etc. There were three programs in 2021, covering the winter months of January, February and March. Over the course of the show's year long run 50 members participated in all, either as production staff, MCs, interviewers or guest performers. There was a great deal of cross-over between Activity groups and BAiP/LIVE! Each show required many hours of rehearsal. Between 90 and 120 people attended each live performance and many more asked for the recording because they missed the program.

BAiP Presents at 2021 Year End (Marian Anderson, Chair)

Overview

BAiP Presents remained mission focused in 2021 with an unwavering commitment to fulfill its charge – monthly sharing of relevant and timely information to support aging in place across an age diverse membership.

Our hoped-for return to face-to-face presentations was not to be as the COVID-19 pandemic continued. Zoom remained our delivery platform with increasing familiarity in use by everyone and provided us with a few opportunities we might not otherwise have had including an increased number of members who registered for each presentation and the ability to move beyond NYC to engage speakers. The processes that we developed to ensure continuous speaker engagement and preparation from the acceptance of our invitation through their presentation delivery have served us well with frequent comments from our speakers citing the degree of organization and the professionalism of the BAiP Presents team.

Presentation planning continued by a committee that met monthly for 1-hour or slightly longer when needed. Nine presentations were delivered in 2021 with attendance ranging from 77 to 148 with topic areas of: Inclusion and Diversity; Health Care/Financial Planning; End of Life; Brain Aging; Ageism; Home Modifications; Arthritis; and Art. Presentations continued to be closed captioned by Total Caption LLC. Although often recorded, presentations were posted to the BAiP website only with speaker permission. Participants' responses to presentations were requested using a two-question feedback form accessed via a link in an email sent to all participants. Results from these were collated and shared with committee members to guide future planning.

Perplexed about the significant drop-off in numbers between BAiP members who registered for each event and the actual show rate (usually 55%), starting with the September presentation, a day of event reminder email was sent to all registrants 1-hour prior to the start of each presentation with variable impact noted from month to month. These variations perhaps reflect members' interest in a particular topic (please refer to the listing of presentations below and the number of participants for each).

The challenge of recruiting a new BAiP Presents Committee Chair hampered the smooth transition of leadership at year's end, although a year-long process was undertaken by the President of BAiP and its Board of Directors, as well as the Committee Chair. To introduce the committee and its work, the Chair developed a description of the role, intended to be used in recruitment talks with prospective Chairs, and later added brief bios of committee members to showcase the rich diversity of this committee.

Program Updates

Goals established for 2021 and their status follow:

1. Continue to build a presentation agenda that meets the diverse needs of BAiP members
2. Plan transition to hybrid presentation (Zoom + In-person)
3. Build diversity into presentation agenda
4. Pilot Zoom AI closed captioning to decrease cost and Webinar to add professional look
5. Recruit new committee chair for 2022
6. Continue to seek cross-sector collaborative opportunities

BAiP Presents does not provide an honorarium or otherwise pay guest presenters. This is clearly conveyed on first contact. Yet, the caliber and variety of presenters in 2021 was admirable.

Progress towards Goal Achievement follows:

Goal I: The scope of presentations delivered and speaker with attendance in brackets are detailed below:

Jan: Unconscious Bias, Diane Goodman, EdD, Consultant in Social Justice & Diversity (85)
Invited by Roses Katz

Feb: Health Care and Financial Planning: Formal/Informal Safeguards, Michael LaMagna, Esq. Estate Law Attorney, Riker Danzig. (81)

Mar: How Our Immune Responses Change as we Age, Nisha Rughwani, MD, Mount Sinai Hospital (81)

Apr: Changing Conceptions of the End of Life, Brian Carpenter, PhD, Washington University (St. Louis) (96)

May: On Our Feet: Aging and Foot Health, Anthony Iorio, DMP, MPH, NY College of Podiatry (111). Invited by Gil Tauber

Sept: Brain Aging and What We Can Do About It, Thad Polk, PhD, University of Michigan (148)

Oct: Home Sweet Home: Adapting Your Apartment for Greater Safety and Independence, Lisa Fagan, MS, OTR/L, Strategies for Successful Aging, Baltimore, Maryland (113). Invited by Lo-Yi Chan

Oct: Ageism and Other Forms of Prejudice, Ernest Gonzales, PhD, MSSW, NYU (77)

Nov: Arthritis: Types, Treatment and How to Live with It, Bella Mehta, MD, Weill Cornell (113) Invited by Marian Anderson/Bonnie Mairs

Dec: Learning from Art: Lessons of the Mona Lisa, Linda Seidel, PhD, BAiP Group Leader, Professor Emerita, University of Chicago (103). Invited by Roses Katz/Lydia Dufour

Goal 2: Plans to transition to in-person and Zoom were not realized due to continued COVID-19 uncertainties throughout the year. The plan remains to deliver presentations on Zoom during November to March and switch to in-person from April to October of each year. Through presentation delivery on Zoom during the month indicated we hope to address safety issues during early dark days and inclement weather while continuing to reach our BAiP members.

Goal 3: We built diversity within our presentation agenda by delivering two presentations in this area – in January and October. These were: Unconscious Bias and Ageism and Other Forms of Prejudice. Both were well received.

Goal 4: After re-evaluating our goal to switch to Zoom Webinar for presentations, and although this would provide a more professional interface, the decision was made to continue the use of Zoom Rooms since this aligned with our effort to continuously build community.

Goal 5: The recruitment of a BAiP Presents Committee Chair was ongoing throughout the year and will continue.

The committee structure to be instituted in January 2022, with two committee members responsible for presentation planning and committee meeting leadership each month, along with other guidance documents developed by the outgoing chair, this committee of long-standing members is poised to draw from their own leadership and continue to meet the goals established for presentations.

Goal 6: The BAiP Presents Committee Chair's cross-sector collaboration occurred under the umbrella of the Inclusion and Diversity Initiative which she also led and in which cross-sector collaboration occurred (see Inclusion and Diversity report for details).

Acknowledgements

It takes a village to plan and deliver presentations. Special thanks are extended to: BAiP Committee Members: Lo-Yi Chan, Dorothy Crouch, Lydia Dufour, Roses Katz, Jo Ellen Loth, Bonnie Mairs, Lani Sanjek, and Gil Tauber. We welcomed Marjorie McMeniman to the committee in December 2021 and bade farewell to Jon Cardon (remains as BAiP Zoom Team member) and Jory Pavel, both in September.

David Reich for the many roles he plays (Zoom problem solver, Mailchimp announcement distributor, compiler of registration and attendance rosters and ongoing support in other areas). Teresa Elwert for her professionally delivered Zoom instructions to participants at each presentation.

BAiP Presents Zoom Team led by Lo-Yi Chan, BAiP Zoom Team Manager, with members Marlene Schonbrun, Gil Tauber, Bonnie Mairs.

Jo Ellen Loth who anchored our reading of questions from Chat for speaker response, and to those who have partnered with her in the process.

Committee Chair Transition

Discussion in and outside committee meetings from October to December included planning for the continuation of presentation delivery in 2022, in the absence of usual leadership, with agreement to the following structure:

- Two members will be responsible for all components of each month's presentation (from topic identification with committee input to speaker invite, day of presentation hosting, post presentation follow-ups
- Committee meeting will be led by the two members responsible for that month's presentation

- Mailchimp announcement will be handled by Gil Tauber
- Email/Voicemail to be handled by designated member

Committee members will utilize the following Guidance Documents developed by the Chair:

In-person Planning and Delivery Activities (2019)

Planning Guidelines for BAiP Presentations on Zoom (2021)

Task List for BAiP Presents on Zoom (2021)

Speaker Invite Letter (sample)

Speaker Logistics Letter (sample)

Speaker Thank You Letter (sample)

Mailchimp Instructions (2021 with David Reich)

BAiP Presents Email and Voice mail Management

The outgoing Chair, Marian Anderson, will serve as consultant to the BAiP Presents Committee when needed.

Focus on the Future: Goals for 2022

1. Ensuring the continuation of presentation planning and delivery remains paramount. At the end of 2021, committee member pairs have selected topics and potential speakers, with January and February presentation planning well underway.
2. Recruitment of a Committee Chair is likely to take time, and as some committee members have proposed, this replacement should ideally be from within the committee. With plans to add two new committee members to strengthen and diversify the committee, it seems likely that a Chair will emerge from these new members.
3. To facilitate the earlier announcement of presentations, consider placing topics, speaker, and dates in Zoom Chat at each presentation and continue to adhere to the current email announcement schedule to all BAiP members.
4. A new home for in-person presentations is also needed since it is unlikely that the New Jewish Home (NJH) might welcome our return in the early post-pandemic period due to our being two groups of older adults now viewed as high risk. NJH was ideally suited regarding space and AV needs pre-pandemic.
5. Build community by continuing the BAiP President's announcements at each presentation, and the creative use of Breakout Rooms (consider this pre and/or post-presentation).

Budget Consideration for 2022

Two budgets have been submitted/approved to support BAiP activities for 10 presentations in 2022:

All Zoom presentations with closed captioning: \$2,234

Hybrid presentation delivery (50% In-person/50% Zoom): \$ 2,178

Notes: Presentations are not scheduled for July and August each year.

Space rental and adjustment to the on-hand AV equipment must be considered as we move presentations to an in-person venue that is not the NJH. Those potential costs are not included in this budget.

Neighbor to Neighbor (N2N) at Year End 2021 (Jennifer Jones, Chair)

One to One Neighborly Help

For the first half of 2021, N2N continued to provide help to our members under COVID restrictions. This consisted mainly of telephone/video social visits and help finding resources (grocery delivery services, vaccine sites and telephone numbers, etc.).

In July 2021, when in-person volunteering was allowed for those who were vaccinated against COVID-19 (both volunteers and members), we resumed the full scope of our services (escorting to medical appointments, social visits, walks, etc). This resulted in an increase in the number of volunteer hours in the latter part of the year.

During 2021 there were 298 hours of volunteer help (not counting administrative time) provided by 18 volunteers to 18 members.

Eighteen volunteers provided one-on-one help to members: Jennifer Jones, Eleanor Ledogar, Nancy Lian, Eric Reed, Lani Sanjek, Lydia Dufour, Deb Goldberg, David Reich, Bonnie Mairs, Catherine Isabella, Mary Ann Ludwig, Eliana Hecht, Ruth Helfrich, Susan Wool, Bob Aronson, Susan Zigouras, Mel Pipe and Paul Zeigler. In addition, Janet Scharf provided data collection for volunteer activity. Seven new N2N volunteers for one-to-one help were recruited in 2021: Susan Wool, Elizabeth Wilber, Mel Pipe, Suzan Zigouras, Hayley Elszaz, Cynthia Watkins, and Gail Lerner.

Resource Exchange (ResX):

The ResourceXchange was coordinated by Deborah Goldberg, Carolyn Kirkpatrick, and Phyllis Sperling. Communicating via email, it provided members with references to professionals and skilled tradespeople, ranging from physicians to caregivers, electricians, personal trainers, and pet groomers. All resources were recommended by fellow BAiP members who had dealt with them personally.

The pandemic of these past two years greatly reduced traffic on the ResourceXchange list. Ten referrals were added to the list last year (2020) and six this year (2021) -- in contrast to 25 in

2019. We responded to 25 requests for a referral, two of which we could not assist. Coordinators contributed an estimated 30 volunteer hours

The Tech Squad

The Tech Squad provides help with computer and electronic device issues as well as minor home repairs, usually involving large or small appliances. Tech Squad assistance can be time-intensive and may involve repeated calls or visits to resolve the issue. Starting in August, the Squad began fulfilling requests in person, provided the Squad member, the client, and anyone else present during the visit were fully vaccinated and masked. However, most of the requests were fulfilled remotely.

In 2021, the Squad fulfilled 98 requests from 67 members. In contrast, in 2020 (when many BAiP members were learning to use Zoom), the Squad fulfilled 136 requests from 89 members.

The requests were in the following categories (the numbers don't add up to 98 because some requests covered multiple categories):

Appliance/small: 7

Computer: 2

Email: 8

Hardware: 18

Household help: 1

Mobile device: 4

Software: 54

Training: 5

TV: 2

The Tech Squad members who fulfilled requests in 2021 were Thea Callendar, Teresa Elwert, Jim Henderson, Kathie Kuhlman, David Reich, Claire Russell, Marlene Schonbrun, Henry Siegel, Larry Sikon, Phyllis Sperling and Bill Williams.

Tech Squad members at year's end were:

Bob Aaronson, Kathy Benson, Thea Callender, Teresa Elwert, Richard Harris, Jim Henderson, Betsy Jaeger, Jennie Kline, Kathie Kuhlman, Dan McGuire, David Reich, Marlene Schonbrun, Henry Siegel, Larry Sikon, Phyllis Sperling, Bill Williams.

Dan, Kathy and Betsy joined in 2021. Claire Russell left in 2021. Larry Sikon stepped up to the role of backup Tech Squad Dispatcher and has been a treasure.

In September, a Tech Squad email blast alerted members to the need to update their version of Zoom because of an update to Zoom's waiting room feature. The blast yielded a few requests for help with the update.

Events Offered, Volunteers and Committee Members in 2021

Due to COVID restrictions, the annual all volunteers meeting was not held in 2021. The last of the virtual monthly all volunteer coffee hours (began due to COVID) was held in May due to dwindling attendance.

There was a total of 35 volunteers on the roster at the end of 2021 (including 11 committee members).

N2N Committee members at year's end were: John Cunningham, Lydia Dufour, Eliana Hecht, Jennifer Jones (chair), Nancy Lian, Mary Ann Ludwig, Gail Naruo, Eric Reed, Sharon Salit, Janet Scharf, Phyllis Sperling.

For Improvement in 2022

Volunteer engagement needs to be rebuilt after this prolonged period without in-person meetings. To this end, an in-person All Volunteers Meeting should be scheduled as soon as reasonably allowed.

In response to the request from the BAiP Board of Directors, our N2N Committee is working to identify a "back-up" person in addition to the Chair. Additionally, we plan to take this opportunity to re-imagine the committee structure to streamline operations.

Budget Considerations for 2022

Due to the uncertainty of the pandemic, we request \$180 for brochures for a scenario in which we continue to provide only telephone assistance to members.

If we resume in-person meetings and volunteering, we request an additional \$300 for the annual all volunteer meeting.

Zoom Squad 2021 at Year End (Lo-Yi Chan, Lead)

In 2021, Zoom Squad members hosted over 310 Wellness and other meetings with participation varying from 25 for Yoga to well over 100 for BAiP Presentations.

To accommodate these numbers, we recruited and trained five new members: Mary Kay Conwell, Kathleen Haskins, Bonnie Mairs, Isabella Calisi-Wagner and Jandy Warner, which increased our total number of volunteers to fifteen.

The Zoom Squad now has a good balance between our numbers and our assignments. Each Wellness class is served by two Hosts who alternate weeks and back each other up. Hosts serve often enough that they don't forget the details of their task, but not so often as to be onerous.

We met twice as a group. First in July in Kathleen Haskin's garden and later in September in Riverside Park, both outdoors due to the pandemic. These meetings are important because

they reinforce each member's mission not just to make Zoom work smoothly, but also to foster a sense of community for each meeting.

For 2022, we look forward to the waning of the pandemic. All indications are that BAiP will continue these larger Zoom meetings requiring the Zoom Squad, even as small groups start meeting in person.

Inclusion and Diversity (Together) Initiative at 2021 Year End (Marian Anderson, Lead)

Overview

In the latter half of 2020, the BAiP Board of Directors identified the need to address Inclusion and Diversity. A BAiP Inclusion and Diversity Statement was subsequently developed and acknowledged that although our community has increased in its diversity since the launch of BAiP in 2009, membership does not fully reflect the diverse community living within our neighborhood which runs from W96th to W110th Streets and Riverside Drive to Central Park West. There is need to address this together and in so doing move BAiP closer to its mission of welcoming adults living within its defined area regardless of race, color, citizenship status, religion or creed, disability, gender or gender identity, sex or sexual orientation, or marital partnership status.

Unlike many organizations which positioned the words diversity and inclusion in that sequence, this initiative chose to position inclusion before diversity with the intent to stress the importance of inclusion which we felt aligned with BAiP's vision as an all-inclusive organization (although not yet achieved).

Included in the BAiP Inclusion and Diversity Statement are these five aims:

1. Welcome people from diverse backgrounds
2. Create opportunities for open discussion and learning about inclusion and diversity
3. Make BAiP known throughout the community
4. Increase diversity of offerings by neighbors for neighbors
5. Ensure that our organization and activities reflect expanding inclusivity and diversity as we grow and thrive.

To translate these to action, the Initiative focused on the following during 2021:

- a. Alter the process whereby new members are welcomed to BAiP (#1 above)
- b. Getting the word out about BAiP within the community through 1:1 introductions, linkages with community organizations, including houses of worship, library and with them offer joint activities AND
Expand the cadre of Building Representatives to include buildings without Representatives East of Broadway from W110th to W96th Street (#3 above)

- c. Launch new groups aligned with inclusion and diversity through the Activities Sector (#4 above)
- d. Deliver 2 inclusion and diversity presentations within the BAiP Presents schedule (#2 above)

Processes and Outcomes

The Initiative's lead, Marian Anderson, convened a committee to explore how best to actualize the specific aims. Members included: Stephanie Braxton (BAiP Member), Thea Callender (BAiP member), David Reich (Coordinator, BAiP Administrative Sector), Catherine Roskam (BAiP Member), Leilani Straw (Coordinator, Building Representatives), Robin Willner (BAiP Member), Bill Short (BAiP Board of Directors). The committee met on three occasions during February – June with the leader deciding to defer further meetings to reassess the need for a committee, in light of the initiative's cross sector/committee work.

The Inclusion and Diversity Initiative's lead did not conceptualize this as an entity onto itself. Rather, to be enduring within BAiP, it must live within its Sectors, Committees and Activity Groups.

Driven by this, the Inclusion and Diversity Leader met with leaders of the above to ensure that all sectors are informed of priorities and involved in cross-sector ID meetings/work to foster ongoing engagement of all BAiP layers. The question was then posed: Might leads from Sectors/Committees comprise the membership of a committee to address inclusion and diversity?

Our hope is that this Initiative will, over time, become extinct and its work visible and ongoing throughout the organization. Until then, and to firmly situate inclusion and diversity within BAiP, and begin to identify areas of alignment, meetings were held with: New Member Committee; Activities and Wellness sector; Building Representatives; BUZZ Newsletter. The work of the initiative, you will notice, extends across BAiP with each sector and committee focusing on how to make BAiP inclusive and diverse.

The following are outcomes:

- To ensure that new BAiP members feel welcomed, our New Member Committee has started a mentoring program that links new members with current members who serve as guides to how BAiP works.

It should come as no surprise that COVID-19 has impacted our community organizations in significant ways and although we reestablished connections, it was difficult to move wishes/thoughts to action.

- We have introduced BAiP to congregants in two houses of worship in Zoom services (Cathedral of St. John the Divine – Catherine Roskam and Second Congregation – Catherine Roskam and Marian Anderson).
- Several new volunteers have been recruited in residences east of Broadway to further introduce BAiP to neighbors. (Robin Willner; Leilani Straw)
Between our New Member mentors and Building Representatives, we have reinforced our support system to welcome new members.
- The BAiP BUZZ Newsletter has been given new life in its presentation and content selection. In time, this can serve as a viable vehicle for letting the larger community know about BAiP and its mission. (Miriam Cukier, Michelle Harris)
- We have offered two opportunities for open discussion and learning through BAiP Presents: Unconscious Bias: What is it and why does it matter? (January 2021, with guest presenter Diane Goodman, EdD and with 85 participants); and Ageism and other forms of prejudice (October 2021, with guest presenter Ernest Gonzales, PhD, MSSW with 77 participants). (Marian Anderson and the BAiP Presents Committee)
- New inclusion and diversity related activity groups (Candy Dato/Phyllis Sperling) have been launched: (1) Jazz Listening/Discussion Group; (2) new Photography Group. These groups were envisioned to take place at the Bloomingdale Branch of the NY Public Library with the intent of making these more available to the community and potentially adding diversity to groups. A library setting was not possible because of COVID restrictions and the necessity for specialized equipment used by these groups. Also, with much effort from Bill Short, a 6-week Clay Tennis Group was launched at the Riverside Tennis Courts, again with the intent of engaging the wider community.
- A redrafting of the BAiP Brochure was started with revised text developed and reviewed by Marjorie Goldsmith and others but was deferred pending photographs of people within the neighborhood without masks and the need for a graphic designer. (Thea Callender, photo lead; Marian Anderson, editor). Thanks also to Eric Green who reviewed and provided feedback to the text.
- Additionally, an article, written by Marian Anderson, for the W102/W103 Block Association Newsletter, spring edition, introduced the BAiP Inclusion and Diversity Committee to that segment of the BAiP community.
- In Zoom meetings (Marian Anderson/Caitlin Hawke) with enthusiastic community organization leaders, including Hosteling International New York (George Finn & Mike

Kronberger), the Bloomingdale Branch of the NY Public Library (Yajaira Mejia), and the Marseilles Residence (Maria Chiluisa), we reestablished connections, and with the Library identified common ground for working together framed by our non-profit missions (mentoring program for high school students; reestablishing two wellness classes on site). Also, Marian Anderson met virtually with Genora Johnson, BAiP member, resident of the Frederick Douglass Houses, community organizer and founder of Alms Chic, a non-profit with a mission sounding much like BAiP's, to learn about programs offered at the Frederick Douglass Houses, leaders to know there, and to introduce her to the Inclusion and Diversity Initiative.

A description for a Community Liaison was developed to enhance the pillars of connection, coordination and communication with the BAiP community.

Looking Forward

Unlike other organizations with metrics to evaluate the effectiveness of their Inclusion and Diversity efforts and with penalties attached for non-compliance, what will BAiP use to gauge effectiveness or is this simply a timely feel-good thing to do in response to the times in which we find ourselves?

Before moving forward, the following questions need to be asked and answered:

- What is the importance of an Inclusion and Diversity Initiative to the BAiP organization and its members?
- What, if any, aspects of inclusion and diversity fit naturally within BAiP?
- Should the Sectors, Committees, other BAiP leadership form the Inclusion and Diversity Committee membership? What is the role of the BAiP Board?
- Do sufficient numbers of people see value in addressing inclusion and diversity from an organizational standpoint, or should this be left to the individual member to choose how he/she/they want to approach inclusion and diversity, and where? Who really cares about growing a more diverse BAiP? Why not leave it as is to change naturally? That would mean doing what the organization has done to invite members, inserting one or two presentations within BAiP Presents line-up to expand knowledge base, creating new groups because they are interesting and fun not necessarily because they advance diversity. People will join BAiP if and when they see value. What is needed then is merely to get the word out that BAiP exists. People will then make their choice.

Budget Considerations for 2022

No funding is requested. This Initiative flows through all Sectors, Committee and Groups. It is not a stand-alone entity.

BAiP Inclusion and Diversity Initiative Contact Information

The following have been established for the Inclusion and Diversity Initiative:

An email address (together@bloominplace.org)

A dedicated telephone # 212-842-8831, x159

Administration Sector at 2021 Year End (David Reich, Coordinator)

Operations

This category includes database management, outgoing email distribution, incoming email distribution, phone system, the Zoom internet communication system, the Dropbox cloud storage system and financial management (accounting, contributions, fundraising, donor acknowledgment and insurance).

Database

The Microsoft Access database continues to work well for recording and reporting information about BAiP members, their participation in activities and groups, and their financial contributions. It resides on David Reich's laptop and is backed up daily to the BAiP Database folder in the BAiP Dropbox account. It is also copied daily to the BAiP laptop assigned to support the database. That laptop is also in David Reich's possession.

There is now a weekly task list stored in BAiP's Dropbox folder "BAiP Access Mailchimp Team" that lists the procedures to be followed for keeping the Access database and the Mailchimp database up-to-date. David runs these operations on a weekly basis.

The major problem remains the database's limited accessibility. The GAP system was designed and made available to BAiP group leaders, building reps, and Zoom Squad members to partly ameliorate that issue.

Outgoing Email Distribution

BAiP continues to use Mailchimp to send the emails announcing events, new groups and timely advice with generally good results. Occasionally, a Mailchimp feature doesn't work as advertised requiring interaction with their Help Desk to resolve the problem. The email list segmenting feature and the advanced scheduling of emails have eased the work involved in communications with members. Bill Altham periodically creates new email reminders for the exercise classes, and the Hooray for Hollywood presentations. A member of the BAiP Presents committee creates the announcements for their presentations. Though there is some extra

work to keep the BAiP database in sync with the Mailchimp database, it is worth the effort and cost. It is important to note that the Mailchimp database does not exactly match the BAiP database because Mailchimp maintains entries for unique email addresses while the BAiP database can have entries for more than one member with the same email address. The weekly update of the Mailchimp database from the Access database takes this difference into account.

With the continuation of the pandemic, BAiP still has most of its in-person activities shut down and continues to use Zoom for online wellness classes, presentations and other organization-wide meetings. This requires sending announcements that include registration links, the registration of members who reply, and the emailing of Zoom link information to those who registered. Mailchimp's survey, merge tag and audience segmenting features made all this possible in a largely automated way.

Incoming Email Distribution

Email sent to the bloominplace.org domain (e.g. info@bloominplace.org) is kept in mailboxes supported by our Internet Service Provider, BlueHost, and forwarded by BlueHost according to rules we set up. At the end of 2021, after some removal of unused addresses, there were 125 unique email addresses in the bloominplace.org domain and 197 forwarding rules to send those to the volunteers who handle them.

Phone System

The Internet-based, message-only, phone system from callture.com continues to work well. The distribution of recorded messages from callers is handled by the forwarding rules of BAiP's email system. At the end of 2021 there were 59 extensions on the BAiP phone number (212) 842-8831 for various groups, activities, and individuals.

Zoom Internet Communication System

With the onset of the COVID-19 pandemic in early 2020, BAiP shut down all in-person activities and purchased a one-year contract for a Zoom Business account with 10 licenses at a 50% (non-profit) discount through Tech Soup, which was renewed on March 23, 2021. Originally, BAiP's meetings were run by members of the Tech Squad but, with the increase in these meetings, a new Zoom Squad was formed to provide the technical hosting. The head of the Zoom Squad is Lo-Yi Chan.

Financial Management (Diane Petchesky, Treasurer)

In 2021, an unsolicited donation of \$4,000 from the Franklin Philanthropic Foundation was received. One BAiP member again made an extraordinary donation of \$10,000 and another two made contributions totaling \$3,500. In addition, individual contributions from about 160 contributors of about \$20,500 were received in 2021. That's a drop of a \$5000 donation and about 100 contributors (and \$8,000) from the previous year. Thank you letters to all have been sent. Financial records of BAiP are maintained on a dedicated laptop, in the possession of

Treasurer Diane Petchesky, running QuickBooks software. It is backed up to BAiP's Dropbox account monthly.

Requirements for filing federal tax and state charities forms were met for 2020 by our volunteers with the help of a professional accountant, William Skody, who provided his services pro bono.

Insurance

BAiP carries both Directors and Officers (D&O) and General Liability (GL) insurance from ANI (Alliance of Nonprofits for Insurance). Our broker is Gwynn Jones at Council Services Plus. Both policies were renewed for a year (1/13/22 – 1/13/23) on 12/29/21. The D&O policy cost \$600 and the GL policy cost \$1,651, the same as last year. BAiP is further covered by a Certificate of Insurance (Col) from Chair Yoga instructor Nobue Hirabayashi. When BAiP rents space for in-person activities, BAiP is usually required to provide a Col to the space owner.

There were no claims made against either BAiP insurance policy in 2021.

Progress Toward Goals Stated Last Year

The problem of multiple access to the database member list, the membership of BAiP groups, and the registration lists for BAiP exercise classes has been resolved through the online GAP system. Eighty-nine BAiP members who are group leaders, building reps, N2N first responders, Zoom Squad members or other BAiP managers have access to information in GAP about their activities. David Reich manages GAP and calls on Barbara Burns, its creator, for occasional updates.

For Improvement in 2022

At David Reich's request, the recruitment of other BAiP volunteers to handle the database, email, phone system, Zoom, Dropbox, and insurance maintenance and thus reduce his responsibilities will move ahead. Several members have been identified who might take on these responsibilities

Budget Considerations for 2022

As long as the pro bono accountant continues to be available, funding in 2022 will be needed for the Internet Service Providers (BlueHost and Weebly) with whom we currently have prepaid multi-year contracts. The BlueHost contract will expire on September 14, 2024. Our recent renewal cost for this contract over a three year period was about \$110 per year. The Weebly contract was renewed on November 16, 2021. It again cost \$106 for the two year contract.. BAiP also has an ongoing contract for Internet-based phone service from Calltute at a cost of about \$10 per month. The Zoom contract was renewed on 3/23/21 at a rate of \$999.50 per year plus a \$57 annual fee to Tech Soup and should have the same cost in 2022. BAiP's Insurance policies were renewed in late December of 2021 (for 1/13/2022 to

1/13/2023) for a total of \$2,251 and should be about the same when renewed at the end of 2022.

Community Sector at 2021 Year End (Leilani Straw, Building Reps Coordinator)

Building Reps

Our building reps serve as a liaison between residents and BAiP, sharing information and keeping an eye out for neighbors who could especially benefit from our programs and activities. Building reps print and distribute announcements for members who do not use email as well as post announcements for presentations and other events that are open to all neighbors. William Altham formats and sends out these flyers to building reps. Marian Anderson is due special recognition for supporting the building representatives in 2021; she provided good counsel throughout the year and covered the coordinator responsibilities for over two months when the coordinator was unable to do so.

Building reps have continued to make a difference for individual neighbors this past year, providing support and practical help to some of our more isolated and frail members. During this second year of the coronavirus and limited ability to meet members in person, building reps continued to keep in touch with their neighbors by phone, email and posting notices. Some reps were more creative and more comfortable with their role than others given these constraints.

IMPROVEMENTS/CHANGES SINCE DECEMBER 2020

We continued to be successful in recruiting new building reps this year; 12 new reps and 8 new buildings have been added to the roster. Five of the new reps were recruited with the assistance of Robin Willner as part of the Inclusivity and Diversity Initiative. One new rep, Deborah Watman, is a social worker with JASA's NORC program in two buildings, 150 and 160 West 96th Street.

We lost ten reps in 2021. Two of BAiP's original building reps, Elly Ledogar and Elisabeth Holtkamp, who died this year, are especially missed. Others moved out of our area or felt they could no longer fill the role of building rep; most of these moves and resignations were related to changes brought about by the pandemic. There are now 70 reps in 61 buildings.

EVENTS HELD

Five Zoom sessions for building reps were held in 2021 (2/2, 2/4, 2/10, 4/19 and 8/23). Forty-two reps attended one of these sessions. Marian Anderson was our special guest in all three meetings, leading our discussion of the Inclusivity and Diversity Initiative. Reps participated in lively interchanges of ideas about how they might be able to help with this initiative as well as discussion of the role of the building rep in general.

FOR IMPROVEMENT IN 2022

We need to increase our recruiting efforts as there are still many large buildings with sizable BAiP membership that could benefit from a representative as well as plenty of buildings of all

sizes where a rep could help us with outreach to neighbors who are underrepresented among our current members. We have learned that inviting prospective reps to a small group meeting or klatch works well – whether that meeting is in person or via Zoom. Identifying a volunteer to help with recruiting and additional coordination tasks remains a goal for the new year. Holding at least one large event (or several small ones) for training and recognition of current building reps is another goal.

BUDGET CONSIDERATIONS FOR 2022

\$200.00 is requested for recruitment, training and recognition of building representatives if BAiP is not holding in-person events in 2022. If we are able to hold in-person events, \$800.00 will be requested.

The BUZZ at 2021 Year End (Miriam Cukier, Editor)

For many years, there had been talk and recommendations for BAiP to have its own newsletter. It took a pandemic and efforts to cope with the community's isolation to create a climate and focus the need for a newsletter. The BUZZ, BAiP's newsletter, was born in 2021.

The first two issues were published in the summer and the fall of 2021 and sent to all 1,126 members. It is possible to track some data on readership. Of the total membership, 568 or 47% opened the fall issue of The BUZZ. An open represents a single recipient email address. Some of those addresses are used by two people which has the potential of further increasing readership.

The BUZZ is intended as a central organ for BAiP members with content devoted entirely to BAiP community news, issues and information. Each issue has a letter from the president. In addition, there is a comprehensive overview of how members may join in activities and events as well as how they may receive various forms of assistance if needed. The focus is for readers to understand how the organization works on their behalf.

Volunteerism is what makes the BAiP community work, and The BUZZ is intended to further this identification and connection with the organization. To that end, Board members have written pieces introducing themselves and how they came to be committed to BAiP. Additionally an individual member is profiled highlighting their commitment to volunteerism. It's hoped that this will offer the role models and understanding of volunteerism to encourage more member involvement.

The BUZZ team also includes: Michelle Harris, technical production and writer; Gerry Borrell, writer and copy editor; Dorothy Callaci, member profile and features writer; and Jeanne Chin, designer and production.

For improvement in 2022

Continue to explore topics that encourage identification with BAiP's mission of community and volunteerism.

Budget consideration for 2022

As the pandemic eases, The BUZZ team looks forward to person-to-person meetings and gatherings. At present, \$300 should be budgeted for unforeseen expenses and volunteer acknowledgement.

New Member Committee at 2021 Year End (Michelle Harris, Chair)

During the early months of 2021, committee members (Sharon Salit, Michelle Harris, Linda Seidel) identified several ways of integrating new members despite the limitations imposed by our response to Covid. The first was to rewrite our welcome letter to guide new members to ways to become involved through Zoom and inform them that there is technical support. The second was to begin establishing a network of mentors who will make introductory phone calls to new members. This served to both provide a warmer welcome to newcomers and gave us more information about their interests and strengths. While there was a slow trickle of newcomers at the beginning of the year, there was little difficulty in identifying mentors. As the numbers have grown, this is beginning to be a problem and may turn out to be a good idea that is difficult to continue. Between January 1, 2021 and December 30, 2021 the membership increased by approximately 125 members. Linda continues to send out the letters to new members and will monitor the letter to make sure that it reflects any changes in activities or opportunities.

For improvement in 2022

The mentoring of new members is something that has great potential for encouraging new activities and involving new people to get involved in a more robust way. We are encouraging Board members and members of the committee to identify experienced members who are willing to take on this task.

Budget considerations for 2022

There were no expressed budget requirements.

Sands Award 2021 (Michelle Harris, Chair)

Typically, the Sands Award is given to an individual whose contributions to BAiP reflect the spirit of volunteerism that is central to our mission. Without a doubt the ability for us to continue our activities throughout the lockdown could not have been possible without the efforts of our Tech and Zoom Teams. The Sands Committee, Maura Gouck, Miriam Cukier, and

Michelle Harris suggested honoring them to the Board, and it was unanimously approved. We also opted to give a special award to Barbara Burns for her work on making significant improvements to our database.

Like all of our BAiP events, this year's Sands Award was subject to the restrictions imposed by Covid 19. We were unable to have our usual convivial get together to present the award and thank all the volunteers who support BAiP. Instead, we had to search out a way to bring as many people together as we could using Zoom. BAiP Live! provided the perfect venue. With its built-in audience of over 100 participants, we knew our honorees would be given the attention and thanks that was due them. We owe thanks to the team leaders Lo-Yi Chan and Teresa Elwert, who introduced their team members and enabled our community to put faces to the volunteers who have kept us going over this impossible year. Each honoree received a commemorative coffee cup inscribed with the BAiP logo and Sands Award as a reminder of how much we all appreciate their work.

Appendix 1

Board of Directors on December 31, 2021

Lo-Yi Chan
 Candy Dato
 Marjorie Goldsmith, Vice President
 Michelle Harris
 Michael Kronberger
 Gail Naruo, President
 Diane Petchesky, Treasurer
 Sharon Salit
 Bill Short
 Cynthia Watkins, Secretary

Appendix 2

Building Representatives on December 31, 2021

William Altman	Sue Maderer
Christian Beels	Joyce Mann
Margaret Beels	Martin Mann
Jane Bender	Roberta Marshall
Maureen Benej	Dan McGuire
Geraldine Borrell	Susan Meeker
Stephanie Braxton	Sonia Mendez
Sharon Brown	Arnold Milne
Suzan Carrington	Dorothy O'Hanlon
Helen Castillo	Diane Petchesky
Lo-Yi Chan	Judy Pietrasiewicz
Dorothy Crouch	Margaret-Ellen Pipes
John Cunningham	Bob Prudhomme

Barbara Cutney
Candy Dato
Lydia Dufour
Scotty Embree
Linda Friedman
Amie Gartenberg
Barbara Geller
Inge Goldstein
Karen Goodheart
Alexandra Grannis
Jacki Gutwirth
Kathy Haskins
Denise Heebink
Diana Hein
Rashmi Jaipal
Pat Keeton
Carolyn Kirkpatrick
Karen Korman
Toni Kurasch
Claire Leffel
Yanixa Lopez
Jo Ellen Loth

David Reich
Diana Rolls
Linda Rousseau
Claire Russell
Jamie Russell
Frances Schiff
Patricia Schuett
Kathi Schulman
Arlene Seffern
Nancy Shapiro
Bill Short
Henry Siegel
Carole Soskin
Roschel Stearns
Leilani Straw
Christine Verzar
Helene Victor
Ralph Walter
Deborah Watman
Stanley Weiss
Enid Zuckerman
Lillian Zwyns