As we continue to develop our program mix and the sanitation / safety procedures for all involved at the BCOA, please note we continue to rely on advice and guidance from the Billerica Town Manager's Office and the Board of Health Director. We may need to reduce our program offerings or the number of patrons that can participate in an activity if we find that we cannot operate carefully and safely and we are testing that each step along the way.

All of our Covid-19 protocols regarding registration, social distancing, mask wearing, symptom and temperature checks remain in place.

## **Scheduling and Registration**

## Online registration for all activities is required

Our online registration process was designed to reduce risk and crowding in the lobby. Our building space dictates much smaller classes as we adhere to social distancing principles.

## Billerica residents only at this time

Our priority is to serve Billerica residents. We are not currently in a position to welcome back members from other communities.

## March Activities Mostly Free and Future Payment Options

Our March activities, with very few exceptions, are once again free. We have been fortunate since last July to raise close to \$2,000 each month to cover the gap in fee revenue that has resulted from offering these programs to you free of charge. This was necessary as we worked to transition to an online payment system which will now be occurring over the next two months. Payment for activities in My Active Center will be processed through PayPal, with which many of you may already be familiar. More details regarding fees and payment processing will be provided for April registrations.

### **Cancellations and Substitutions**

- If you cannot make a class, please let us know at least a day in advance. We have several classes that are full and if you are not attending, this allows someone else to register.
- You cannot substitute a friend for a class you are not attending by calling the person and telling them to show up. If they are not on our printed activity roster from the <u>myactivecenter.com</u> system, we unfortunately must have them return home.

## Masks and Safety Procedures

- Masks are required. No exceptions.
- All patrons, including those participating in outdoor activities such as the Walking Group, must check in at the Front Lobby for a symptom and temperature check before proceeding to any session.

### Registration

- March activities will begin on Monday, March 1. Last day for March classes is Friday,
   March 26.
- March registration will start on Monday, February 22 at 9:00am for Billerica residents only on myactivecenter.com.
- Registration is required for all Billerica COA activities, even those that are outside the building such as Walking Wonders.
- If you are a Billerica resident and get an error message stating that you are not a Billerica resident, please call us at 978-671-0916 so we can get that corrected.
- Registering for Social Activities such as Knitting
   You do not need to sign up for all 4 sessions of social activities such as Knitting. You can sign up for one, two, three or all four sessions but it is not required. These are also among our most popular activities so signing up for only one or two sessions does allow other patrons the chance to attend as well.
- April activities will begin on Monday, March 29th. April registration will begin on Monday, March 22nd at 9:00am.

### Billerica Access TV - BATV Programming

We have partnered with BATV to add a lot of programming to their schedule. That includes exercise classes, performances by local artists and history lectures. This month we continue a new feature called 'Memory Lane' that will take you back to 1960. Many of our programs air multiple times during the month. For a complete list of BATV programming, see BATV's program guide; local access channels are Comcast - Channel 8 and Verizon - Channel 31. You can also find details on their website; batvinc.org.

#### Memory Lane on BATV – All Month

Remember 1960? BATV will be running a 1960 'Memory Lane' during the month of March. The Memory Lane shows brings seniors together to laugh, interact and recall special memories of their past. It is said that a classic song brings back a thousand memories. So take a walk with us down Memory Lane and see if the names bring flashbacks of their great music and the memories you have assorted with them.

### Health Expert Series – Beginning Mid-March

The March Health Expert Series presentation will be "Eating for Immunity" with Leigh Hartwell, Registered Dietician at Elder Services of Merrimack Valley. It will be shown on BATV beginning in mid-March to celebrate National Nutrition Month.

Robert Neary Performs Neil Diamond Tribute - Friday, March 12th at 2:00 p.m. on BATV Join Robert Neary as he performs a Neil Diamond Tribute. Robert Neary is a Broadway, TV and motion picture actor who literally channels the legendary singer-songwriter. You will swear you are watching the master himself, as Robert and the band perform Neil Diamond's greatest hits. This program will air on BATV throughout the month of March.

Pushing the Envelope, History of the US Postal Service – BATV - Tuesday, March 23rd at 1:00pm In over 200 years, since its founding by Benjamin Franklin the US Postal Service has grown and changed with America. This program, on the history of the US Postal Service, is presented by Henry Lukas, Education Director at the Spellman Museum of Stamps & Postal History at Regis College in Weston. Henry will discuss the history of the postage stamp on Tuesday, March 23 at 1:00 p.m. on BATV. Hear about different kinds of stamps and how they came about. See why the Forever stamp is Forever! This program will run at other times throughout the month of March. For additional times, see BATV's program guide.

## **Special March Events**

## Tele-Bingo – Thursdays, March 4th and 18th at 12:30pm

Our 'Tele-Bingo' program continues to grow. Players call into a conference number and play Bingo on two Thursdays, March 4th and 18th at 12:30pm. No technology other than a phone is needed. There is no charge to participate but there are prizes and hopefully some fun. To participate in a Tele-Bingo session, please contact Melissa at 978-671-0916 x2022. This activity is not available for registration on <a href="majority-myactivecenter.com">myactivecenter.com</a>.

### Rail Trail Walks – Tuesday, March 2nd and 30th at 9:00am

Rail Trail walks will resume, weather permitting, in March. The group will walk the Narrow Gauge Rail Trail in Bedford on Tuesday March 2nd and again Tuesday, March 30th. The group meets at 9:00 a.m. at the trailhead on Sweetwater Av. in Bedford and begins walking at 9:15. Walks are subject to cancellation due to weather and terrain conditions. For new walkers or questions, please contact Carolyn Savio at 978-671-0916, ext. 2010.

#### Card Making via YouTube – Tuesday, March 16th at 11:00am

Join Janet Habeshian via YouTube to make beautiful unique cards. Janet supplies all the paper and instructions. You pick up card packets at the BCOA (3 cards & links). The cost is \$10.00 per person, payable by check to the BCOA. To register, call Melissa at 978-671-0916.

### St Patrick's Day Grab and Go Lunch – Wednesday, March 17th at Noon

Drive through our parking lot and get your lunch. Join us for a St. Patrick's Day Grab and Go lunch. Lunch provided by Elder Services of Merrimac Valley and North Shore's Traveling Chef. Also includes a special dessert made by the Sunshine Gals. The cost is \$4.00 per person, payable by check only to the BCOA. To register, call Melissa at 978-671-0916.

### **Pool Playing**

Maximum of two tables in use and four players. Times remain 9:00am to 12:00pm on Monday through Friday. Players must register on <u>myactivecenter.com</u>.

### Ceramics

Ceramics will continue on Wednesdays at 10:00am. There is a limit of 9 students in this class. This is a series of classes and you are signing up for the entire series when you sign up. Register on myactivecenter.com.

### **Fitness Room Hours**

The Fitness Room is available for 30 minute appointments on Mondays, Wednesdays and Fridays. Appointment times are 9:00am, 10:00am and 11:00am. Sign up for a session on myactivecenter.com.

### **Common Registration Issues**

**Be sure you completely register.** Although this is similar to online shopping, it is not as simple as checking out at amazon.com. There are several steps to take once you have clicked on an activity to complete registration. Those steps, which confirm what you are registering for, are necessary to register.

**How do I know I registered?** Under your *name*, look for and click on '*My Activities*' where you will see a list of your upcoming activities. <u>If you do not see what you think you have registered for, than you are not registered.</u>

**You must have an account:** You cannot register unless you have an account in My Active Center. If you have not set up an account, click the button 'New User' on the top right of the screen to do so.

**How do I know I am logged in?** You should see your *name* 'Hi [your name]' in the upper right of the screen on a desktop / laptop or just below the logo and menu on a smartphone. See illustration below.

What if I need help? We are here to help you sign up and enjoy our offerings. If you need retraining, please contact Melissa at 978-671-0916, ext. 2022.