

**MEETING DATE:** Tuesday June 12, 2018

**TIME:** 5:30 -7:30pm

*If applicable, please fill in Executive Session START TIME:\_\_\_\_\_ END TIME:\_\_\_\_\_ Re-open to Public? If  
yes ☐ state approximate time:\_\_\_\_\_*

*Subject of Executive Session:\_\_\_\_\_*

Sterling Council on Aging

**NAME of BOARD/COMMITTEE**

Sterling Senior Center Meeting Rm. 36 Muddy Pond Rd, Sterling, MA

**LOCATION**

**ROOM**

TOWN CLERK OFFICE USE  
ONLY

**Name:** Liz Pape, Chair, Council on Aging

**DESIGNATED AUTHORITY OF BOARD/COMMITTEE CALLING THE MEETING**

### **AGENDA**

1. Open Meeting
2. Roll Call
3. Review/Approve Meeting Minutes of May 10, 2018; Treasurer's, Volunteer Coordinator's & Director's Reports
4. Building Committee Update
5. Public Session
6. Committee Reports
  - a. Arts Committee
  - b. Evening Dinner Committee
  - c. Marketing/Communications Committee
  - d. Program Committee
7. Director's Update
8. Old Business
  - a. Review of COA policies document
  - b. Review of draft Sterling Senior Center Food/Nutrition/Kitchen policies and guidelines
9. New Business
  - a. Review of Process for Nomination and Election of COA Board Officers at July meeting
  - b. COA Board goals planning document
  - c. September Yard Sale Planning
10. Future Topics
11. Next Meeting: Thursday July 12, 2018, 5:30-7:30 pm
12. Adjournment

All meetings are open to the public