

MEETING DATE: September 13, 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 August 9, 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
 - a. Gift account expenditure request and vote
8. Unfinished Business
 - a. Update on COA policies and procedures approval process
 - b. Review Senior Center kitchen guidelines draft
9. New Business
 - a. Applicant for Board Vacancy – vote
 - b. MCOA October Conference
 - c. Recreation Dept Schedule of Use of Senior Center
 - d. Christmas Party Planning
 - e. FY19 COA Goals to Board of Selectmen
10. Future Topics
11. Next Meeting: Thursday October 11, 2018, 5:30-7:30 pm
12. Adjournment

All meetings are open to the public