

MEETING DATE: \_\_\_\_\_ Thurs, Feb 12, 2015

TIME: \_\_\_\_\_ 4:30 PM \_\_\_\_\_

If Applicable please fill in:

Executive Session: START TIME: \_\_\_\_\_

END TIME: \_\_\_\_\_

Re-open to Public? If yes state approx time: \_\_\_\_\_

SUBJECT of Executive Session: \_\_\_\_\_

Council on Aging

BOARD/COMMITTEE

Butterick Building Senior Center

LOCATION

ROOM

OFFICE USE ONLY

RECEIVED

FEB - 4 2015

TOWN OF STERLING  
TOWN CLERK

TOWN CLERK STAMP

Name: Barbara Foster, Chair

Signature: Barbara Foster

DESIGNATED AUTHORITY OF BOARD/COMMITTEE - (please include printed name & signature)

### AGENDA

1. Open meeting
2. Roll Call
3. Review/Approve Past Meeting Minutes – January 8, 2015
4. Discussion with Van Driver
5. Discussion and possible vote on Employee Handbook
6. Senior Center Building Committee Update
7. Lunch outings
  - a. Monty Tech
  - b. Leominster
8. Meal Site Update
9. Volunteer appreciation
10. Conflict of Interest
11. MySeniorCenter update
12. Entertainment for Christmas
13. Discussion and vote on Yard Sale in September
14. Topics for Future Meetings
15. Director's Report
  - a. Van report/update on drivers
  - b. Upcoming events
16. Chair's update
17. Signing of warrant
18. Next Posted Meeting Date – Thursday, March 5, 2015
19. Adjournment