

MEETING DATE: _____ Thurs, March 5, 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

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 and possible vote on Employee Handbook
5. Senior Center Building Committee Update
6. Lunch outings
 - a. Monty Tech
 - b. Leominster
7. Meal Site Update
8. Volunteer appreciation
9. Conflict of Interest
10. MySeniorCenter update
11. Entertainment for Christmas
12. Discussion and vote on Yard Sale in September
13. Topics for Future Meetings
14. Director's Report
 - a. Van report/update on drivers
 - b. Upcoming events
 - c. Budget
 - d. Annual Report
15. Chair's update
16. Signing of warrant
17. Next Posted Meeting Date – Thursday, April 2, 2015
18. Adjournment