

MEETING DATE: Thursday, June 2, 2016

TIME: 4:30 P.M.

If Applicable please fill in Executive Session START TIME:

END TIME:

Re-open to Public? If yes ☐

state approx time:

SUBJECT of Executive Session: _____

Sterling Council on Aging

NAME of BOARD/COMMITTEE

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

LOCATION

ROOM

Name: Sharon Bloom

DESIGNATED AUTHORITY OF BOARD/COMMITTEE CALLING THE MEETING



MAY24 16 7:56AM

AGENDA

1. Open meeting
2. Roll Call
3. Review/Approve past meeting minutes
4. Election of officers
5. BOS update- conversation with Town Administrator
6. Building committee update
7. Newsletter update (Liturgical Publishing) possible vote
8. Volunteer coordinator update (additional help for kitchen)
9. Future of annual yard sale
10. Fall conference at the Cape
11. My Senior Center update
12. How do we spend end of year budget funds? (\$2,000.00)
13. Gift Account Policy ?
14. Topics for future meetings
15. Feedback on Board training conference
16. Discussion regarding summer meetings
17. Director's report
 - a. Van report
 - b. upcoming events
 - c. issues
18. Chair's update
 - a. vacation schedule
 - b. report from kitchen manager
 - c. Staff meeting
 - d. updating of job descriptions (director, outreach worker, kitchen manager)
 - e. gift presentations
19. signing of warrant
20. next posted meeting date TBA
21. Adjournment