

**MEETING DATE:** November 3, 2016

**TIME:** 4:30 P.M.

*If Applicable please fill in Executive Session START TIME: state approx time:*

*END TIME:*

*Re-open to Public? If yes* ☐

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

Sterling Council on Aging

**NAME of BOARD/COMMITTEE**

Sterling Senior Center Meeting Room, 34 Muddy Pond Road, Sterling.

**LOCATION**

**ROOM**

**Name:** Barbara G. Foster

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



### AGENDA

1. Open Meeting
2. Roll Call
3. Review/approve October's meeting minutes
4. Treasurer's Report
  - Review signed warrant
5. Volunteer Coordinator's Report
6. Building Committee Report
7. Public Session: Dick Maki
8. Unfinished Business:
  - a. October activities review
  - b. MCOA Conference Report
  - c. Members present any unfinished business
9. New Business:
  - a. Discuss day and time change proposals
  - b. Vote on new voting member
  - c. Christmas Party, December 11th. All board members participate
  - d. Volunteer Coordinator present upcoming events in November, hosts, etc.
  - e. Review the decision to grant Farmer's Market request to use the Center November 16th and December 16th.
10. Future Topics.
11. Director's Report:
  - a. Newsletter
  - b. My Senior Center October report
  - c. Van mileage and trip report
  - d. Outreach and kitchen reports
  - e. strategy planning, need for and why
  - d. Center closed Friday, November 25th.
12. Agenda Request form
13. Next Meeting, December
14. Adjournment

OCT24 16 12:03PM

All meetings are open to the public