

**MEETING DATE:** December 7, 2017

**TIME:** 5:30 pm

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**

**TOWN CLERK OFFICE USE ONLY**

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

**LOCATION**

**ROOM**

**Name:** Liz Pape

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

**AGENDA**

1. Open Meeting
2. Roll Call
3. Review/Approve Meeting Minutes of November 9, 2017; Treasurer's, Volunteer Coordinator's and 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. Upcoming events
  - b. CY2017 Accomplishments to Goals
  - c. New 5-day meals schedule
8. Unfinished Business:
  - a. Holiday Party, Dec 10, 1-3 pm assignments
  - b. Knitting table revised sale schedule
  - c. Questions/discussion of revised Event/Meeting Usage contracts
9. New Business
  - a. Board Member Recommendation Vote
10. Future Topics
  - a. CY18 Goals
11. Next Meeting: January 11, 2017
12. Adjournment:

All meetings are open to the public