

MEETING DATE: November 9, 2023

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

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

LOCATION

ROOM

TOWN CLERK OFFICE USE ONLY

Name: Kevin Beaupre, Chair, Council on Aging

DESIGNATED AUTHORITY OF BOARD/COMMITTEE CALLING THE MEETING

AGENDA

1. Open Meeting
2. Roll Call
3. Review/Approve Meeting Minutes of October 12, 2023
4. Review Treasurer’s Report
5. Public Session
6. Director’s Update
 - a. Gift account expenditure request and vote
 - b. Building Maintenance and Incident Reports
 - c. Review/Approve Director’s Report
7. New Business
 - a. Review Board Member Policy and Procedures Manual
8. Old Business
 - a. Finalize COA Holiday Party Assignments
9. Next Meeting: **Thursday, December 14, 2023**, 5:30 pm
10. Adjournment

All meetings are open to the public