

**MEETING DATE:** October 12, 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 September 14, 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. New SSC Director introduction, Welcome Sheila Beane
  - b. Volunteer Recruiting proposals
  - c. Review Board Member Policy and Procedures Manual
8. Old Business
  - a. Holiday Party update
  - b. Update on Sterling Senior Center Property Tax Assistance Pilot Program
9. Future Topics
  - a. Finalize COA Holiday Party Assignments
10. Next Meeting: **Thursday November 9, 2023, 5:30 pm**
11. Adjournment

All meetings are open to the public