Town of Boylston

Council on Aging

NOTICE OF MEETING

Wednesday, November 1, 2017 – 6pm

Council on Aging Office

221 Main St, Boylston, MA 01505

AGENDA

CALL TO ORDER

MINUTES APPROVAL

ANNOUNCEMENTS

* The Van is on the road!
* COA scheduler/assistant has started
* COA staff will be training with myseniorcenter.com in November

OLD BUSINESS

* Newsletter – Senior News Publications
* Senior lunch Coordinator position
* Volunteer Liability Coverage
* Per diem van drivers

NEW BUSINESS

* Staff timesheets
* Budget items
	+ Elder Services of Worcester Senior Lunch Program
	+ Van Inspection
	+ Staples (2 orders)
	+ MMA ad for scheduler
	+ Boylston Senior Citizens Society Holiday party
* Rotary Club Turkey and ham donations
* Van policies - passenger pickup and driver scheduling/pay

COMMENTS

NEXT MEETING

* Wednesday, December 6th at 6pm

ADJOURNMENT