



TOWNSEND COUNCIL ON AGING

TOWNSEND SENIOR CENTER
16 DUDLEY ROAD, TOWNSEND, MA 01469

Rec'd Townsend Town Clerk
14 MAY '19 PM4:02

COUNCIL ON AGING BOARD MEETING

TUESDAY, MAY 21, 2019 | 10 A.M.

TOWNSEND SENIOR CENTER, 16 DUDLEY ROAD. TOWNSEND, MA 01469

NOTICE OF A PUBLIC MEETING

ROLL CALL

REVIEW AGENDA

1.0 MINUTES

- 1.1 April 30, 2019

2.0 FINANCE, BUDGET REPORTS

- 2.1 Past, present and future

3.0 OLD BUSINESS

- 3.1 Employee Performance Appraisal
- 3.2 10th Anniversary - Senior Center, Meeting Hall and Library Complex
- 3.3 Staff Duties and Responsibilities
- 3.4 Term Expirations, Resignations, Requests for Appointment
- 3.5 Staff job descriptions and responsibilities

4.0 NEW BUSINESS

- 4.1 Fourth of July Closures
- 4.2 Vacations, Out of Office updates
- 4.3 Wm E May Endowment Committee volunteer

5.0 REPORTS

- 5.1 Karin Canfield Moore, Director
- 5.2 Peter Buxton, Friends of the Townsend Seniors
- 5.3 Ed Snapp, MHC representative

TOPICS NOT REASONABLY ANTICIPATED BY THE CHAIR. | VOTES MAY BE TAKEN

NEXT MEETING: June 18, 2019 at 10 a.m.

Respectfully submitted,
Jane Jackson, chairman

MEMBERS: VAL ADAMS, ANNE FORESMAN, JAMES HAMEL, JANE JACKSON,
CHARLOTTE MURPHY, CHERYL SIMONEAU AND SANDY STEVENS