



**TOWN OF SHREWSBURY**  
**Council on Aging**  
Shrewsbury Senior Center  
98 Maple Avenue, Shrewsbury, Massachusetts 01545-5398

*The Town of Shrewsbury's Council on Aging mission is to develop programs and services that enhance the well-being and quality of life and to create a welcoming, secure and inclusive community for seniors.*

To: Council on Aging Policy and Procedure Sub-Committee Members

From: Judy Goodstein, sub-committee chair

Re: Next Meeting

The next meeting of the Policy and Procedure Sub-Committee of the Council on Aging Board will be on **Monday, July 11, 2022, at 10:30am**, in the Shrewsbury Senior Center Conference Room.

Agenda for July 11, 2022 Meeting:

1. Call to Order
2. Review and Act to accept the minutes of the June 2, 2022 meeting.
3. Review the guidelines completed to date, (as encompassed in the minutes), and make any necessary changes or additions.
4. Discuss and continue to draft "Guidelines for Shrewsbury COA Board Members," with initial focus on completing the portion regarding financial oversight.
5. Discuss and draft guidelines regarding: Responsibilities of Board Members; Responsibilities of Officers; Orientation of New Board Members; Format of Board Meetings; Long Term and Annual Planning; and Subcommittees. Items will be discussed in order, as time permits.
6. Adjourn

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