

**Wellesley Council on Aging
Board Meeting
ONLINE REMOTE MEETING
Thursday, October 15, 2020
4:00 PM**

<https://www.wellesleymedia.org/live-streaming.html>

4:00 PM

I. CALL TO ORDER

II. CITIZEN SPEAK

III. MEETING MINUTES

- a. Approval of Minutes—**Attachments**
 - a. August 19, 2020
 - b. September 16, 2020

4:10 PM

IV. DIRECTOR'S REPORT – Attachments

a. Operations

- i. Annual FY20 Town Report (**VOTE required**)
- ii. EOEa FY20 Annual Report (**VOTE required**)
- iii. Red Cross at TPC – October 13th

b. Finance

- i. FY21 Budget update
- ii. FY22 Budget dates
- iii. Gifts (**VOTE required**)
- iv. MetroWest Health Foundation Grant Update

c. Personnel

- i. COA Organizational Chart (**VOTE required**)
- ii. Assistant Director position update
- iii. HR Board update

d. Programming

- i. Hot Meal Delivery Program
- ii. Phone Pal Program
- iii. Pen Pal Program
- iv. Registration

5:00 PM

V. REPORTS

- a. Chair's Report
- b. Working Group Updates
 - i. Policy & Procedure Working Group
Wellesley COA Board Policies & Procedures Manual-DRAFT
 - ii. Finance Working Group
 - iii. Transition Working Group
 - iv. Other

VI. OLD BUSINESS/NEW BUSINESS

Matters not anticipated by the chair at the time of posting

VII. NEXT MEETING DATES/TIMES

5:30 PM

VIII. ADJOURN

- **On Cable TV (in Wellesley only)**... Meetings will air live on Comcast 8/Verizon 40 (government cable channel) and will be available, on-demand, the following morning. The meeting will also replay on the government channel throughout the week at different times (check TV guide on our website). When two meetings are being held simultaneously, the second meeting will air live on Comcast 9/Verizon 39.
- **On Wellesley Media Website (anywhere)**... All meetings will be streamed live in high-definition at www.wellesleymedia.org. Previously recorded meetings are available on the same site through Wellesley Media's on-demand player.
- Residents seeking to participate in Citizen Speak should email coa@wellesleyma.gov or call the office at (781) 235-2961 for instructions on how to participate in the meeting.