

City of Fitchburg, Council on Aging Board of Directors Meeting

April 14, 2022, 1:00 PM 14 Wallace Ave Fitchburg, MA 01420

1. **Call Meeting to Order:**
2. **Minutes: (From Previous meeting)**
3. **Treasurer's Report:**
 1. Sunshine Fund:
 2. Financial Report: Josie Wood
4. **President's Report: Bill Walsh**
 1. RFQ update
 2. Building update.
 3. Office space rent.
 4. Municipal office space.
5. **Director's Report: Joan Goodwin**
 1. Financial Statement.
 2. Budget update.
 3. Programs and Events.
 4. Newsletter sponsors.
6. **Committee Report: Assigned Board members**
 1. Advocacy and Legislation:
 2. By-Laws.
 3. Personnel: Bill Walsh, Joe Byrne
 4. Building and grounds: Bill Walsh/ Joan Goodwin
7. **Communication: Incoming/Outgoing letters/information.**
 1. Joan Goodwin
8. **New Business:**
9. **Old Business:**
 1. Standard of Independence.
 2. Job Descriptions: Joan, Mike, Russ. Requested by COA Board.
 3. COA BY Laws.