

# AGENDA

Topsfield Council on Aging Board of Director's Meeting  
Tuesday, May 8, 2012  
Little Brook Village Conference Room  
6:00 PM

- I. Approval of March Board Meeting Minutes
  
- II. Director's Report
  
- III. Old Business
  - A. Friends of the COA Report
  - B. Reports from Working Groups
    1. Public Relations/Communication
      - a) Volunteer Manual
    2. Transportation
      - a) Use of old van
    3. Resource Guide for Board Members
      - a) Final discussions on amendment of Board of Directors Policies and Procedure Guide
  - C. Funding of new van
  
- IV. New Business
  - A. Board Member recruitment/nominating committee
    - a. Commitment of current members
    - b. Recruitment of new members
  
- V. Other Business
  
- VI. Adjournment