

Minutes

Council on Aging Board (COA) – Accreditation Committee
Senior Center 230 Webster Street, Marshfield
August 24, 2016

ATTENDANCE: Marcy Amore, Sheila Gagnon, Carol Hamilton Barbara Van Houten and Bill Scott

CALL TO ORDER: The meeting was called to order by Marcy Amore at 11:06 AM.

DISCUSSION: Approval of the Minutes of the May 11, 2016 meeting was moved by Sheila seconded by Bill; they were approved as written by a vote of 4/0.

Marcy distributed a feedback summary of Community Input Committee which recently met to review Administration and Human Resources. The committee reviewed the feedback and comments.

It was suggested by Marcy that Volunteers acknowledge receiving and reading the Volunteer Handbook. This Committee felt copies should be in Town Hall, Ventress and Senior Center library. The committee felt that the policies should also be distributed in this way. We will have to add an acknowledgement form saying that the volunteer has read the manual.

The next CIC meeting will be scheduled after next Wednesday once Marcy and Carol finalize the paperwork.

NEXT MEETING: The next meeting will be scheduled as needed.

ADJOURNMENT: A motion to adjourn was made by Sheila and seconded by Bill. The vote to adjourn was 4/0 in favor. The meeting was adjourned at 11:27 AM.

Respectfully submitted,
William Scott, Committee Secretary