

## **MINUTES**

Council on Aging Strategic Planning Committee

January 10, 2017

Senior Center

230 Webster St., Marshfield, Ma 02050

**ATTENDANCE:** Joan Butler, Carol Hamilton and Bill Lyons.

**CALL TO ORDER:** The meeting was called to order at 1:35 PM.

**APPROVAL OF MINUTES:** Joan moves to approve the minutes of the November 15, 2016 meeting. Bill seconds the motion. Motion passes.

**DISCUSSION:** The latest draft of the café survey was passed out. We also looked at the elevator speech that Paul put together based on the last meeting. Carol passed out a list of COA's contact information. The list was very large and it might be time consuming to call and to try and reach each COA. Or should we pick larger cities or areas that are in close proximity. We need a separate meeting to decide how best to distribute the survey. We decided to meet at 1:30 pm on the 18<sup>th</sup> of January prior to the Board meeting.

The Committee then reviewed the Strategic Plan and then worked on updates to the grid.

- 1) Increase Parking and Outdoor Recreation – Add in status section - “Meeting scheduled with CPC on January 18<sup>th</sup> to present latest recreation plan”.
- 2) Increase Program Space – Add in status section - “met with T.A. and BOS Liaison in January. Met with facilities manager to discuss make up of building committee and project”.
- 3) Apply for Accreditation – Add in status section - “and three remaining standards”.
- 4) Enhance Fundraising Capacity – Add in the status section “tentative meeting set up with COA Boosters to discuss fundraising capacity and priorities.
- 5) Expand Financial Assistance to Elders – unchanged.
- 6) Increase Awareness and Visibility – Add in status section “met with school committee reps to discuss the details of their successful outreach plan for the new High School” Lifelong Learning Committee met January 2017 for spring semester planning.”
- 7) Expand Nutrition Options – Add in status – “Survey was designed, list of contacts generated and distributed to committee who will consider next steps.
- 8) Under Program Planning and Evaluation – Add to status section – The Evaluation Committee met with the accreditation chair to work on the standard.

**NEXT MEETING:** The next quarterly meeting is scheduled on Monday, April 10, 2017 @ 1:30. The reviews should be done in January, April, July and October.

**ADJOURNMENT** The meeting was adjourned at 2:45 pm.

Respectfully Submitted,

Carol Hamilton, Director  
Council on Aging

