

## **PUBLIC BODY: COUNCIL ON AGING – STRATEGIC PLANNING MEETING**

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**DATE OF MEETING:** October 4, 2022

**TIME:** 9:00 am

**PLACE:** @ Senior Center, 230 Webster St., Marshfield, Ma 02050



**Members: Dave Cheney, Janice Fletcher, Fred Monaco, Maureen Saunders and Barbara Van Houten**

### **AGENDA**

1. Call to Order
2. Approval of July 13, 2022, minutes
3. Review Strategic Planning annual calendar of activities - David
4. Board meeting updates
  - a. Strategic Planning updates from board meeting - Maureen
5. Strategic Planning, 2022 Objectives - Prioritized Tracker Review - Team
  - a. Operating Budget – Ensure budget is adequate - Carol
    - i. Expense budget is our focus, COA liaison is Dan Scolinns:
    - ii. Status of:
      1. Town budget review meetings
      2. COA budget team meeting, after the town budget review meeting
        - a. Creation of a supporting plan
  - b. Focus Group - Attracting men to the Senior Center - David
    - i. Sub-team: Maria, Marilee, Stephanie, David
    - ii. Status of:
      1. Sub-team's sorting and refinement of session's recommendations into a more usable state.
      2. Proposed letter to publish our accomplishments of focus-group session.
  - c. Promo Video – Promote our senior center - Barbara
    - i. Project lead: Marketing
    - ii. Timing: Late 2022, or 2023
      1. By waiting we will have a better idea of what we should have in the video.
    - iii. Next:
      1. Outline the intended results, develop a supporting plan
        - a. Identify supporting resources
      2. Outline our method for assessing the results
    - iv. Suggestion box: Re-consider where box should be located within center- Carol

6. Review of other Strategic Planning Tracker's activities
  - a. Summary of activities - Carol
  - b. Quarterly and annual Strategic Planning tracker summary
    - i. Status of creating report – Carol, David
7. Next Meeting
8. Adjourn

***Please note that the Board or Committee may act on agenda items in a different order than they appear on this agenda excepting for duly noticed and advertised public hearings which are scheduled for a specific date and time on the agenda which shall begin on or after the scheduled times.***

***Persons interested are advised that, in the event any general agenda matter taken up at this meeting remains unfinished at the close of the meeting, it may be put off to a continued session of this meeting without further notice by mail or publication. In the event a public hearing which has started remains unfinished at the close of the meeting, the Board or Committee may continue the matter to date and time certain with or without further notice by mail or publication.***