

NOTICE OF PUBLIC MEETING:

PUBLIC BODY: COUNCIL ON AGING BOARD MEETING

DATE OF MEETING: Monday, November 2, 2020

TIME: @ 9:00 to 11:00 AM

PLACE: Senior Center, 230 Webster St., Marshfield, **Outside on patio with Masks.**



AGENDA

Members: Dave Cheney, Fred Monaco Maureen Rosenberg and Maureen Saunders

1. Call to Order
2. Approval of Minutes for August 3, 2020
3. **Background, our cause for action:**
 1. The strategic planning (SP) process has not been updated since August 3, 2020
 2. Our COA continues to evolve and expand its scope and resources
 3. Our 5-year plan's annual review is to be completed by the strategic Planning Committee.
4. **Resulting objective:**
 1. Assess our current SP process, in relationship to our Mission and Vision
 - a. Identify any gaps, compared to our continued expansion plans
 2. Develop recommendations for updating our SP process
 3. Review with the COA board, for input and alignment
5. **Supporting agenda:**
 1. Review our project's background and objective for alignment
 - a. review, align on our team's objective, agenda and team structure
 2. Review our mission and vision
 - a. outline, ground our team in the reasons for our COA's existence
 3. Outline our SP's current state/process, for reference
 - a. outline our current methods, tools, team structure
 4. Identify possible gaps; SP to COA Mission and expansion plans
 - a. does our current SP process support our mission and projected growth
 - b. Brainstorm; identify strengths, weaknesses, opportunities for improvement
 5. Bridge the gap;
 - a. outline options for improving our current SP process
 - b. consider methods other COA groups have used
 - c. Outline recommendation for COA board review
 6. Session closure

- a. Review action register, agreements, next steps
- b. Team assessment of workshop; what worked, areas for improvement

6. Next Meeting

7. Adjourn