AGENDA – Regular Commission Meeting

1. Call to Order
2. A. Roll Call
   B. Installation of Officers:
      Chair - Myrtle Braxton
      Vice Chair - Dr. Joyce Whitfield
      Secretary - Naomi Williams
      Treasurer - Michelle Hayes
3. Introduction of New Commission Member/Guest / Open Forum
4. Staff Report: Report on Income and Expenses of Senior Winter Ball
   A. Income from Tickets sold and 50/50 Raffle
   B. Expenses: Decorations, Pizzas, Program Book design, Print Program Book, Caterer, Sound, Top Shelf
5. Presentations, Discussions, & Action Items
   Following discussion of each item, the Commission may vote to make recommendations to staff or to the City Council.
   a. Review & Approve Minutes of December 6, 2019 COA Meeting
   b. Discuss/Review Activities - 2020 – 2021 Calendar:
      1. Senior Night Out (Oldies but Goodies?), Date Coordinator -
      2. Workshop in Auditorium – Date Coordinator -
      3. Workshop outside Auditorium – Date Coordinator - Valerie Robinson
      4. Bus Trips – 1. Casino Date Coordinator -
         2. Educational/Fun Date Coordinator - Tim Walker
6. Critique Senior Winter Ball, December 21, 2019
   a. Discuss student escorts and servers
      Discuss Commissioner’s assignments:
      (A) Take tickets at entrance to auditorium
      (B) Supervise delivery of dinners to tables
      (C) Sell 50/50 Raffle Tickets at table and walking to guests tables
   b. Purchase pens to distribute when tabling.
   Discuss revised Orientation Manual and distribute binders.
CITY OF RICHMOND
Commission on Aging
Friday, January 10, 2020 10 AM
Richmond City Hall, Room 1, First Floor, Civic Center Plaza

This meeting is being held in a wheelchair accessible location. To request disability related accommodations to participate in the meeting, including auxiliary aids or services, please contact Bruce Soublet, ADA Coordinator, at 510-620-6509 at least five (5) business days before the meeting date.

AGENDA – Regular Commission Meeting

8. Review Commissioners’ Assignments

9. Commissioners’ Report on Meetings Attended since last COA meeting.

Scheduled Meetings
a. Commission Regular Meeting – Friday, February 7, 2020 10:00 AM, City Hall, 450 Civic Center Plaza, 1st floor, Conference Room 112
b. Executive Committee Meeting, Friday, January 17, 2020 10 AM, Recreation Complex, Macdonald Ave.

Members:
Myrtle Braxton
Chair
Dr. Joyce Whitfield
Vice-Chair
Naomi Williams
Secretary
Michelle Hayes
Treasurer
Valerie Robinson
Member
Rose Brooks
Member
Timothy Walker
Member
Paul Dees
Member
Beverly Wallace
Member
Cate Burkhart
Member
Rose Brooks
Member
Kiran Agarwal
Member
Frances Smith
Member

CSD Staff Liaison: Kymberlyn Carson-Thrower - (510) 620-6789
Kymberlyn_Carson-Thrower@ci.richmond.ca.us

COMMUNICATION ACCESS INFORMATION:
This meeting is being held in a wheelchair accessible location. To request disability related accommodation(s) to participate in the meeting, including auxiliary aids or services, please contact Bruce Soublet, ADA Coordinator, at (510) 620-6509 at least five (5) business days before the meeting date.