

Richmond Commission on Aging Committee Meeting

March 4, 2016 – 10:00 AM

City Hall, 450 Civic Center Plaza, 1st Floor, Conference Room, Richmond, California

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

A G E N D A

- A. Call to Order – Chair Beverly Wallace**
- B. Roll Call**
- C. Open Forum**
- D. Approve minutes of December 4, 2015 & February 5, 2016 (Retreat)**
- E. Staff Reports:**
 - 1. Date storage space in Senior Center on Macdonald Ave. to be secured**
 - 2. Operation Manuals (Revised) for members who missed Retreat meeting**
 - 3. Badge and T-Shirt for Commissioner Farr**
 - 4. Introduce New Director of Recreation Department (Explain new duties of staff)**
- F. Chair Report:**
 - 1. Critique/Discuss Retreat on February 5, 2016**
 - 2. Present & Discuss proposed activities for Commission for 2016**
 - 3. Review procedure for submitting vouchers for payment to:**
 - A. Commissioners**
 - B. Vendors at the activity/event after the service is rendered**
- G. Nominating Committee Report:**
 - A. Present slate of Officers for COA for 2016**
 - B. Nominate slate**
 - 1. Open for nominations from the floor**
 - 2. Vote for officers nominated (one office at a time)**
 - 3. Verify officers elected & Swear in Officers**
- H. New Chair receive gavel from outgoing Chair & Chair remaining agenda items**
- I. Discuss work plans/activities below for 2016**
- J. Discuss committees for 2016 (ask for volunteers)**
 - A. Executive Committee – Responsible for planning Senior Nite Out & Senior Winter Ball, each member assigned to mentor a committee or COA Representative**
 - B. Fund Raising (Casino Bus Trip, Zydeco dance, Garage Sale, other ideas)**
 - C. Educational/Fun Bus Trip (Old Town Sacramento, Monterey, SF Museum & others)**
 - D. Educational Workshops (Empowered Elders, Veterans Recognition)**
 - E. Representative to Nurve Police Committee**
 - F. Representative to Advisory Council on Aging Housing Work Group**
 - G. Fun Trip for Commissioners & Guests (Playland Not at Beach & other ideas)**
 - H. Representative to West County Senior Coalition**
 - I. Facebook - review for content, keep up dated, delete inappropriate material, etc.**
- K. Adjourn**