



CITY OF RICHMOND

Commission On Aging

Friday August 1, 2025; 10:00AM-12:00PM
Richmond Memorial Auditorium, Farallon Room
403 Civic Center Plaza, Richmond, CA 94804

**COMMISSIONERS: Michelle Hayes, Chair, Myrtle Braxton, Vice Chair, Bryan Harris, Secretary/Treasurer
Rose Brooks, Bev Wallace, Kiran Agarwal, Cate Burkhart, Lorene Holmes, Gerry La Londe-Berg, Pat Young**

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

RCOA MEETING AGENDA

- A. Meeting called to Order by Vice-Chair Braxton (1 min)
- B. Vice-Chair to discuss Rules of Order (Timekeeper and speaking out of order)
- C. Roll call by Secretary/Treasurer Harris (2 mins)
- D. Council Liaison Update: Jamelia Brown (10 mins)
- E. Tech Training Update: Steve Lipson (10 mins)
- F. Open Forum (2 mins per person)
- G. Review and Approve Minutes (1 mins)
- H. Secretary/Treasurer Report (3 mins)
- I. Sub-committee's Event Updates for Line Dance; etc. (3 mins per committee)
- J. Discuss creating budget for each of our events ongoing (5 mins)
- K. Break (10mins)
- L. Discuss ordinance process in operations of commission (10 mins)
According to current ordinance no elections this year (elections every 2 years)
Chair appointment of Finance Committee since Treasurer position is not in the ordinances
- M. Review of COA Operation Manual Ordinance and Roles and Responsibilities section
- N. Staff Report: (15 mins)
 - a. CSD/Recreation Department Updates
 - b. Rental Receipts completed and received
 - c. Calendar Updates
- O. Any comments/changes to the calendar (5 mins)
- P. Discuss items that need to be done in preparation for the Senior Winter Ball-ask for volunteers: caterer need 3 comparisons; bartender can call the person last year; etc.(10 mins)
- Q. Announcements (5 mins)
- R. Adjourn

Community Services-Recreation Staff Liaison: Kimberlyn Carson-Thrower
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