



**Town of Harwich**  
**COUNCIL ON AGING BOARD MEETING**  
**WEDNESDAY December 15, 2021 10:00AM**

Harwich Community Center  
100 Oak Street  
Harwich, MA 02645  
Channel 18 Studio

- I. Call to Order
- II. Approval of Minutes
  - A. Approval of Minutes from the November 3, 2021 COA Board of Directors Meetings \*\*  
(VOTE REQUIRED)
- III. Public Comment
- IV. Chair's Comments (*R. Waystack*)
  - A. Check in with Members
  - B. Discussion of annual COA Board report to Board of Selectmen on November 15, 2021
  - C. Discussion of Friends of Harwich COA Retreat on December 9, 2021
- V. Director's Report (*E. Mitchell*)\*\*
  - A. Overview of current and anticipated operations
  - B. FY 23 Budget process and initial COA request
  - C. Staffing updates
  - D. COA Newsletter procurement update (FY 22 and FY 23)
  - E. Volunteer needs, recruitment, and training
- VI. Old Business
  - A. Discussion and possible vote to appoint new liaison to Elder Services of Cape Cod and the Islands Board of Directors
- VII. New Business
- VIII. Member Comments
- IX. Adjournment

*\*\*Supporting information available at the Harwich Council on Aging*

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**REMINDER:**

**Next HCOA Board Meeting – January 19, 2021 at 10 AM**

**Authorized Posting Officer:**

**Posted by:** \_\_\_\_\_  
Town Clerk

*Emily Mitchell*  
\_\_\_\_\_  
Signature

**Date:** December 8, 2021