

November 2, 2007

Board of Directors
Milford Council of Aging
City of Milford

Dear Board Members:

The following is the agenda for the monthly meeting of the Board of Directors scheduled for **Tuesday, November 13, 2007 at 5:30 p.m.** at the Milford Senior Center. **Please note the change of date.**

1. Roll Call.
2. Approval of Minutes from meeting of October 9, 2007.
3. Chairman's Report and Correspondence
4. Treasurer's Report
5. Committee Reports:
 - a. Report of Personnel Committee;
 - b. Report of Finance Committee.
6. New Business: Consideration of revisions to the Personnel Manual
7. Executive Director's Report (see attached)

A two-thirds (2/3) vote of those present and voting is required for any item to be considered in executive session. A two-thirds (2/3) vote of those present and voting is required to go into executive session.

The Chairman shall announce, in public session, those items to be covered in executive session and call for a vote to enter executive session. If a two-thirds (2/3) vote, to enter executive session, is obtained, the room shall be cleared and executive session declared.

Max S. Case
Chairman