

December 3, 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 **Monday, December 10, 2007 at 5:00 p.m.** at the Milford Senior Center. **Please note the change of time.**

1. Roll Call.
2. Approval of Minutes from meeting of November 13, 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. Old Business: Consideration of revisions to the Personnel Manual tabled at the November 13, 2007 meeting.
7. New Business: Presentation by Michael Plude, CPA of audit report for fiscal year 2006 to 2007.
8. 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

