



To : Councils on Aging
From : Host Site Councils on Aging
Re : Board Trainings **ADDITIONAL SITES**

Please know that Elder Affairs will conduct regional board trainings this fall and you are cordially invited to attend.

These informative trainings cover a variety of subjects including the roles and responsibilities of board members, staff and volunteers, as well as topics relating to COA services and activities, and an overview of the aging network in Massachusetts. Board members, COA directors and "Friends of the COA" are welcome; audience participation is strongly encouraged.

The programs are 2½ hours (with a short break). The program will run from 9:15 a.m. to 11:45 a.m. with registration starting at 8:45 a.m. Kindly confirm attendance with the site host at least one week in advance. Lunch may also be available: if you are interested, please contact the host site prior to the program.

Training will be conducted by Mr. Emmett Schmarsow, program manager for Councils on Aging and senior centers at Elder Affairs for many years.

Light refreshments will be served. We look forward to seeing you soon!

October 20th Christine Clish	Townsend COA coa@townsend.ma.us	16 Dudley Rd. 978-597-1710
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October 24th Rachelle Cloutier	Leicester COA cloutierr@leicesterma.org	40 Winslow Ave. 508-892-7016
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October 31st Del Kent	Easton COA kdent@easton.ma.us	15 Barrows St. * 508-238-3160
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Additional trainings will be scheduled based on interest from at least four towns/cities in your general vicinity.

If you have any questions or suggestions regarding COA board trainings, please contact Emmett Schmarsow at emmett.schmarsow@state.ma.us, or toll-free at 1-800-698-9723. Thank you.

* If using on-line directions (e.g., Mapquest), do **not** use Lincoln St., Travel via Main St. to Center St. (or call senior center for directions)