



To : Councils on Aging
From : Host Site Councils on Aging
Re : Board Trainings

Please know that Elder Affairs will conduct regional board trainings during the next few months and you are cordially invited to attend.

These trainings cover a variety of topics including the roles and responsibilities of board members, staff and volunteers, as well as an overview of the aging network along with COA services and activities. 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 **Marblehead** program will run from 1:30 p.m. to 4:00 p.m. with registration starting at 1:00 p.m.; the inclement weather date is March 10th. In **Barnstable**, the registration will start at 9:00; the program will run from 9:30 to noon. 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!

February 10th
Patricia Roberts

Marblehead COA
robertsp@marblehead.org

10 Humphrey St.
781-631-6737

March 31st
Maddie Taylor

Barnstable COA
madeline.taylor@town.barnstable.ma.us

825 Falmouth Rd.
508-862-4759

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.