

**Director's Report submitted by
Karin Dynice-Swanfeldt
October 2017**

- The month of October was a month of new beginnings for us here at The COA. I had all of my new staff in place and they rocked it. Not just anyone came work in the field and having the right people is SO IMPORTANT! I am once again blessed to have found the correct YOUNG people to work in this department. Here is to a very BRIGHT FUTURE!!!
- All monthly bills paid on time.
- All monthly reports written and submitted on time.
- All monthly meetings attended.
- Our Louisa Ratcliffe is now retired but wants to remain as a volunteer and run our COA Gift Shop. She will begin working in the Senior Work Off Program so she can continue to be part of my TEAM. Michael Murphy has stepped into the Nutrition Coordinators position and is doing an OUTSTANDING job!!
- Monthly newsletter written and out into the community before the beginning of the new month. New drop off locations have been added around town and new businesses have bought ads to help support the printing of this newsletter. Our new newsletter printer is wonderful!!! I am so excited this changes has taken place. It is so much more professional and full of helpful ads. ;-)
- Our Annual Halloween Party with the Ayer PD rocked. Standing room only. The folks that dressed up was just awesome. Thank you to Officer Callahan for organizing this event and working with us and our senior population.
- McNabb's of Townsend came in to share information with our gang and all they have to offer seeing the Medicine Shoppe has closed. They will be delivering to all our clients in Ayer for FREEEEE. We are so lucky to have them jump on board with us and they are so great to work with.
- I begin this new year I am working to create plans for a "NEW HOME" for The Center!! I have begun to gather information for the feasibility study which needs to be the first step on the adventure. Then present at the Spring town meeting for funding. Let's the fun begin!! My first meeting with Robert was hugely successful. I am so excited to move forward with this project. I have no intentions of going anywhere until this project has been completed. I am most proud of the work my staff and I do day in and day out!! Now we need MORE space for MORE people to join us!! Our wait lists are getting longer and longer because of so little space.

- This COA offers so much for so many. We may appear to be small but we are mighty in ALL WE DO!!!! We try to offer all of our events, activities, and functions at NO COST or a very, very small change! We are very proud of this fact. Keep an eye on our monthly newsletter or better yet STOP BY and check us out!!!!
- At the end of this month Jean Wesinger, my Outreach Coordinator will be going out for a month on sick leave. She has had many health issues and has requested this time off. All paperwork has been completed and everything is in order for her to have this time. We wish her the best!! My staff and I will continue with regular business by jumping in and picking up her pieces. The Union has also been made aware of this upcoming change as well as the Town Administrator and Payroll.
- As we head into the holiday season we are busy, busy, busy!!!! All types of events are happening for our gang! Everything is listed in our monthly newsletter and also listed on the town website and Action Unlimited.