

**CAPS Collaborative  
Board of Directors Meeting  
2 Narrows Road, Westminster, MA 01473  
October 14, 2015 (3:30 p.m.)**

**Agenda**

- 1. Approval of Minutes: September 9, 2015**
- 2. Board Election of Officers (Voting Item)**
  - Vice Chair
- 3. Executive Director's Report (Information & Discussion)**
  - Gateway Overview – Jen Gates
  - Satellite Programs Overview – Sheri D'Annolfo
  - Referrals/Enrollment
  - CAPS Updates
- 4. Budget Update**
  - Audit
- 5. New Hires (Voting Item)**
- 6. Subcommittee Reports**
  - Finance
  - Warrant
  - Policy/Personnel
  - Facilities
- 7. New Business**
  - Board Member Management System
    - ✓ Handout Board Member Duties & Responsibilities
  - Program Approval
  - Annual Report
- 8. Future Agenda Items**
- 9. Adjourn**