DATE: Thursday – February 21, 2019          TIME: 8:30 AM
PLACE: KJ’s Caffe - ADDRESS: 118 Chelmsford St. Chelmsford, MA 01824

AGENDA

I  Call to Order

II Public Comments (15 minutes)

III Approval of Sub-Committee Meeting Minutes

IV Old and Ongoing Business
   • Companies and major donors to approach - contacts

V New Business
   • Advertising flyer - wordage...
   • Designing script for visits
   • Updates on cost of trucks? Discussion on if we approach the manufacturer and the truck dealer for donations?
   • Pop-up Mobile Library Van timeline
   • Design of Mobile Library Van and where wraps will go?
   • Discuss different tiers of giving

VI Other

VII Set next meeting date

VIII Adjournment