Founders’ Day Committee Meeting Agenda

Date: April 29, 2019

Time: 2:00 PM

Location: Carbondale Tourism Office

Roll Call and Determination of a Quorum

Communication and Reports:

A. Founders’ Day Play
   a. Discuss the progress of the plays conception
   b. Budget potential costs of production and ticket prices
B. Flag Retirement Ceremony at Founders’ Park
   a. Canceled
C. Founders’ Day Cocktail Reception
   a. Plan menu
   b. Invitations to honorees and guests
   c. Develop the set up/ logistics for the event
   d. Discuss awards and mementos for honorees
D. Advertising
   a. Create a plan for advertising opportunities
   b. Factor advertising into the budget

Comments by the Public, Committee Members, or Staff

Adjournment