



## 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