



Founders' Day Committee Meeting Agenda

Date: April 5, 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
 - c. Discuss suitable venue options
- B. Flag Retirement Ceremony at Founders' Park
 - a. Discuss replacement options to conduct the flag retirement
 - b. Revise lists of individuals to give speeches during the ceremony
 - c. Coordinate with Founders' park Committee
- C. Founders' Day Cocktail Reception
 - a. Create budget and plan for potential costs
 - b. Suggest venues for event
 - c. Develop the set up/ logistics for the event
- D. Advertising
 - a. Create a plan for advertising opportunities
 - b. Factor advertising into the budget

Comments by the Public, Committee Members, or Staff

Adjournment