

TOWNSEND MEETING HALL GALLERY COMMITTEE

Date of Meeting: November 19, 2019

Time of Meeting: 10:30

Day of the Week: Tuesday

Location: Library Trustee Room

Rec'd Townsend Town Clerk
13 NOV '19 AM 10:48

Agenda/List of topics to be discussed

Townsend Meeting Hall Gallery Committee Meeting

1. **Call to order**
2. **Adoption of Agenda**
3. **Minutes**
4. **Financial report**
 - a. **deposit**
 - b. **reimbursements requests**
5. **Visitors**
6. **Old business**
 - a. **Banner – take down?**
 - b. **flags – take down?**
 - c. **reprint of brochure**
7. **New Business**
 - a. **Holiday meeting plan**
1. **Topics not reasonably anticipated by the chair in advance of the meeting**
9. **Set date of next meeting December 5, 2019 or other date.**
10. **Adjournment**

Posted on _____

Time posted _____