

## **TOWNSEND MEETING HALL GALLERY COMMITTEE**

Date of Meeting: November 5, 2019

Time of Meeting: 1:00pm

Day of the Week: Tuesday

Location: Library Trustee Room

Rec'd Townsend Town Clerk  
1 NOV '19 PM12:26

### **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. **10<sup>th</sup> anniversary**
  - b. **Banner – take down?**
  - c. **Reception in MH**
    - d. **flags – take down?**
    - e. **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 \_\_\_\_\_