



## **Founders' Day Committee Meeting Agenda**

Date: February 8, 2019

Time: 1:30 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 the local Girl Scouts and band options
  - b. Create lists of individuals to give speeches during the ceremony
  - c. Locate an old American Flag, specifically a cotton one
  - d. 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**