

RECEIVED
TOWN CLERK
BELMONT, MA

MEET BELMONT PLANNING COMMITTEE
MEETING AGENDA
TUESDAY, AUGUST 21, 2018
TOWN HALL, CONFERENCE ROOM 1, 7:00 PM
Minutes by Emily

2018 DEC -3 AM 9:13

I. CALL TO ORDER

- A.) The meeting called to order at 7:04 pm.

II. APPROVAL OF 07/31/18 MINUTES

- A.) The committee agreed to approve minutes at our next meeting.

III. CONTINUED DISCUSSION OF COMMUNITY FAIR PLANNING PROCESS

- A.) The committee discussed what needs to be done before the Meet Belmont event.
- B.) The committee agreed on locations to hang the Meet Belmont event banners as well as to where we will place the sandwich boards.
- C.) The committee was updated on whom will be volunteering for this event.
- D.) The committee discussed upcoming media to publicize Meet Belmont event.

IV. GOALS FOR NEXT MEETING

- A.) hang banners
- B.) put sandwich boards around town
- C.) email volunteers to confirm their attendance
- D.) lay-out map of exhibitor tables and give to Gene
- E.) replenish flyers and postcards around town

V. OTHER BUSINESS

- A.) NEXT MEETING: TBD
- B.) The committee welcomed new member- Chay.

VIII. ADJOURN

- A.) Meeting adjourned at 8:30pm.