

Communication Advisory Committee – Meeting #1

[17 April 2024 @ 7:00 p.m.]

| Time | Activity |
|----------------------|---|
| 12 mins | Pledge of Allegiance Introductions <ul style="list-style-type: none">▪ General intros▪ What drew you to serve on this Committee? |
| 12 mins (25 mins) | Committee overview <ul style="list-style-type: none">▪ Responsibilities & final deliverable▪ Timeline▪ Resources▪ Roles |
| 30 mins (55 mins) | Township communication goals & objectives <ul style="list-style-type: none">▪ Discussion |
| 10 mins (65 mins) | Current communication inventory <ul style="list-style-type: none">▪ Develop / review list▪ Your thoughts: One communication plus / one minus |
| 20 mins (85 mins) | Suggested project activity and timeline through month #3 <ul style="list-style-type: none">▪ Discussion |
| 5 mins (90 mins) | Next steps & close <ul style="list-style-type: none">▪ Agreed-upon next steps▪ Next meeting / ongoing meeting schedule▪ Final comments |