



**Acton 2020 Committee
Agenda
October 13, 2010 – 7:00 PM
Acton Town Hall, Room 204**

- I. Approve minutes
- II. Preview Planner's Collaborative presentation
- III. Plan for Oct. 20th meeting
 - a. Review agenda
 - b. Review logistics
 - i. Set up
 - ii. Roles for Acton 2020 committee members
 - iii. Facilitators
 - iv. Refreshments
 - v. Door prizes
 - vi. Need a way to recruit people as volunteer advisor, event planners at the meeting (sign up sheets)
 - c. Last minute outreach
 - i. Make five personal invitations
 - ii. Email out again to contacts where appropriate