

## TOWN OF CHARLTON

### Public Safety Building Capital Campaign Steering Committee Meeting: Thursday, May 14, 2020 AT 6:00 PM Zoom Meeting – in response to COVID-19 restrictions

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#### Agenda

- I. 6:00 PM: Call to Order
  - a. Review minutes
- II. Capital Campaign Overview (all aspects)
  - a. Review website activity/donations
  - b. Review tasks to be completed
    - i. Thank you letters
    - ii. Plan for Printing and Distribution of Documents
  - c. Updates on Outreach and Public Awareness strategies
    - i. Tee-shirts
    - ii. Resident Art contest
    - iii. Old Home Day parade and Table
    - iv. Social Media engagement
    - v. Video
    - vi. Local Business Sponsorships/Promotions
  - d. Updates on progress with major gift identification and prospects
    - i. Review upcoming deadlines for Foundations
    - ii. Review List of Business Donors/Residents
- III. Other Business – unknown at time of posting
- IV. Set date for next meeting
- V. Adjourn

*TBD Next Meeting - May 28, 2020 Zoom Meeting*

Pursuant to Governor Baker's March 12, 2020 Order Suspending Certain Provisions of the Open Meeting Law, G.L. c. 30A, §18, and the Governor's March 15, 2020 Order imposing strict limitation on the number of people that may gather in one place, this meeting of the Town of Charlton Board of Selectmen will be conducted via remote participation to the greatest extent possible. Specific information and the general guidelines for remote participation by members of the public and/or parties with a right and/or requirement to attend this meeting can be found on the Town of Charlton website, at [www.townofcharlton.net](http://www.townofcharlton.net) For this meeting, members of the public who wish to listen/watch the meeting may do so in the following manner:

Time: Apr 30, 2020 06:00 PM Eastern Time (US and Canada)

Join Zoom Meeting

Time: May 14, 2020 06:00 PM Eastern Time (US and Canada)

Join Zoom Meeting

<https://us02web.zoom.us/j/86237483236?pwd=VHcrMCtraIVwWmN6NFp2WEZZdytyUT09>

Meeting ID: 862 3748 3236

Password: 425604

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Dial by your location

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Meeting ID: 862 3748 3236

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No in-person attendance of members of the public will be permitted, but every effort will be made to ensure that the public can adequately access the proceedings in real time, via technological means. In the event that we are unable to do so, despite best efforts, we will post on the Town of Charlton website an audio or video recording, transcript, or other comprehensive record of proceedings as soon as possible after the meeting.