



**Acton 2020 Committee
Agenda
February 16, 2011 – 7:00 PM
Acton Senior Center, 50 Audubon Drive**

- I. Approve minutes for 2-9-11
- II. Update on blog
 - a. Review comments
 - b. Agree on next week's posting
- III. Review further key committees outreach
- IV. Review search for new committee members
- V. Discuss March meetings
 - a. Finalize meeting format
 - i. Review questions for participants
 - ii. Determine what other information do we need to have on hand?
 - b. Discuss meeting "experts"
 - i. Update on reaching out to experts
 - ii. Agree on best way to use experts
 - iii. Agree on next steps to inform experts of questions, etc.
 - c. Determine further publicity
 - i. Marquee
 - ii. Any other signs?
 - d. Figure out logistics for meetings
 - i. Refreshments
 - ii. Signs
 - iii. Room set up
 - iv. Other?
- VI. Next steps
 - a. Review finalized inventory chapters and get comments to Jim Purdy by Monday, Feb. 21st
 - b. Next meeting: Feb. 23rd, to finalize inventory, and finalize plans for March meetings