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**Warner Free Lecture Trustees Meeting**

**Monday, November 5, 2018 at 6:00 PM**

At Dunkin’ Donuts

Ayer Road, Harvard

Agenda:

Past-

1. Review and approve Minutes from last board meeting

Present-

1. Discuss and finalize details in the current 2018-2019 season
2. Discuss ideas for the 2019-2020 season
3. Discuss options for determining future event content/speakers, i.e. RFP to community, resident survey
4. Discuss creating internal WFL bylaws/guidelines
5. Appointment of Officers: Chair/President, Vice Chair, Treasurer and Secretary
6. Discuss potential Town Warrant articles regarding filling WFL board vacancies, minimum/maximum number of elected board members
7. Discuss Trustees review of current WFL Facebook page and offer suggestions for improvement.
8. Discuss financials for upcoming year

10. Reach out to other town organizations (Historical Society, Garden Club, etc.) for possible co-sponsorship of 2019 events.

11. Press release describing the Trust and calling for speakers/topic ideas.

12. Compose a letter to Parks and Recreation inquiring when Common sign permission form went into effect, how the policy was communicated to all town committed, and if not, suggest that be done.

13. Budget funds to procure one or more speakers' books to donate to the HPL after each lecture.