



**Acton 2020 Committee
Agenda
September 1, 2010 – 7:00 PM
Acton Memorial Library, Ground Floor Meeting Room**

- I. Approve minutes
- II. Discuss how best to keep Board of Selectman updated on our progress
- III. Review and approve website: Acton2020.info
 - a. Agree on preliminary launch date
 - b. Discuss further content needed for the website as the project progresses
- IV. Finalize outreach strategy to recruit people for subcommittee/advisory groups
 - a. Review advisory group liaisons
 - b. Brainstorm list of all town email lists and other lines of communication
 - c. Agree on timeline for creation of subcommittee/advisory groups
- V. Make plans for preparing for community outreach event in October
 - a. Review outreach strategy from past events
 - b. Brainstorm other ideas for outreach strategy
 - c. Agree on meeting details
 - i. Content
 - ii. Timeframe
 - iii. Venue
 - iv. Facilitator
- VI. Agree on next steps
 - a. Decide when to discuss Brandy Brandon's comments
 - b. Determine what we want to accomplish with PC at Sept 8th meeting