

TOWN OF CHATHAM
COMMITTEE MEETING AGENDA

- **COMMITTEE: Communications Committee**
 - **MEETING CHAIR: Abi Mesick**
 - **DATE: January 5, 2021**
 - **TIME: 6:30 PM**
 - **LOCATION: Virtual, Google Meet**
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➤ **CALL TO ORDER:** Meeting called to order at 6:30 PM by _____.

➤ **APPROVAL OF PAST MINUTES:**

➤ **GUEST SPEAKER/PRESENTATION:**

➤ **AGENDA/DISCUSSIONS:**

OLD BUSINESS:

1. Continue work on newsletter.
2. Report from Melissa on possible mission statement for our page on the website.
3. Tammy let us know about the Joe/Jeff profile for the newsletter.
4. Abi report on NC Library pr posts.
5. John report on committee pieces he wrote for first newsletter.
6. Michelle report on the revised statement for the communications committee meeting dates & times. Will be posted on the website.
7. Jeanne talk to us about newsletter format.
8. Abi report on any updates on the “Did You Know” pieces.

NEW BUSINESS:

1. Any matters committee members would like to discuss.