

AGENDA
Case-Halstead Library Board of Trustees – Special Event Committee
Friday, October 31, 2014 – 9:00 pm
Case-Halstead Public Library
550 Sixth Street

1. Call to Order, Roll Call, Introduction of Guests
2. Old Business
 - a. Discuss Event arrangements
 - b. Venue
 - c. Stage and seating arrangements
 - d. Program printing
 - e. Hosting Gen. Clarkson
 - f. Event documentation
 - g. Discuss exhibit arrangements
 - h. Publicity
 - i. Related programming
3. New Business
 - a. Exit Survey
4. Public Comment
5. Adjournment