



Agenda for 6 September 2018

1. Changes or additions to the agenda (3 minutes)
2. Introductions if new members or guests are in attendance (5 minutes)
3. Public Comment (5 Minutes)
4. Review and approve minutes from previous meeting(s) (5 minutes)
5. Next meeting date (3 minutes)
6. Old Business
 - a. Work with IT to get phone number, email address, group email, Facebook, possible database, file storage, and process for content on the City Website (3 minutes) (Danny Choriki working with Karla Stanton to setup a meeting with IT)
 - b. Complaints from website or phone? Procedure? (Lita)
 - c. Update Website content
 - d. Developing resources (10 minutes)
 - i. Update the brochure (Lita)
 - ii. Directory of local resources (Denise Smith)
 - e. Books for elementary schools (Diane Foley)
 - f. National Recovery Month (Diane Kersten and Brian S)
 - g. Publication of open positions for 2019
 - h. City Employee Handbook
7. New Business
8. Open Discussion (5 minutes)