CALA Coordinating Committee Meeting Agenda
Tuesday, October 9, 2018
2-4pm
CDLC, 28 Essex St., Albany

I. Approval of minutes of the 09/11/2018 meeting

II. Report from Coordinating Chair (Poli)

III. Committee Reports
   IV. A. Membership -- K. Corbett
   V.   B. Secretary -- F. Steacy
        C. Treasurer -- K. Corbett
        D. Web/ Media Coordinator - G. Matheron

VI. Old Business
   A. Follow up with Kathy regarding receipts for payment and donations.
   B. Discuss food options for workshop—Is it cost effective to order pizza and committee members make sides.
   C. Brief Bio on Presenters
   D. Brief Bio on Charity
   E. Govie will take pics
   F. Jean will write introductions- Lisa will read
   G. Coffee/Tea/Water- CDLC provides
   H. Jean and Lisa will make desert
   I. Govie will bring Soda and Iced Tea
   J. Donna’s name tag?

VII. New Business
   A. Discuss honorarium for presenters
B. Raffle prize?
C. Discuss any last minutes needs before the workshop.

VIII. Adjournment