

GLENVIEW PUBLIC LIBRARY BOARD OF TRUSTEES

Public Relations & Marketing AGENDA

Meeting Date: July 24, 2019

3:30 PM

Glenview Public Library

Conference Room

Public participation is encouraged. The public may comment on the agenda items or sub-items marked with an asterisk (*). If you wish to comment on a given item or sub-item, please fill out a Public Participation Request and place it in the box before the start of the meeting. Please fill out a separate form for each item or sub-item you wish to address. Your comments will be limited to a maximum of three minutes on any given item or sub-item.

Members of the public may also make comments, regarding items not on the regular agenda, at the point on the agenda labeled Public Comments. Such comments will also be limited to a maximum of three minutes each.

In addition, members of the public may also make longer presentations, regarding items not on the regular agenda, at the point on the agenda labeled Public Presentation. These shall be scheduled by pre-arrangement with the Library Director two weeks in advance of the meeting at which the presentation is to be made. Such presentations shall be limited to a maximum of 10 minutes each. A maximum of one presentation per meeting will be allowed, and such presentations will be scheduled on a first-come/first-serve basis.

1. Call to Order & Roll Call

2. * New Business
 - (a) Recap of Decisions from Previous Meeting
 - (b) Discussion re: Key Elements
 - i.) Who to Invite
 - ii.) What Types of Activities
 - iii.) Logo for 90th Anniversary
 - iv.) Souvenirs for Public
 - v.) Staff Appreciation
 - vi.) Formal Program, Speeches, etc.
 - vii.) Caterers
 - (c) Discussion re: Budget for 90th Anniversary Celebration

(d) Solicit Corporate Sponsorships

- 3. *Other**
- 4. *Public Comments**
- 5. Adjournment**