



Supervisor's Office
Gloria M. Palmblad

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Communications Committee Meeting
November 26, 2019
Immediately Following COW Meeting
Ela Town Hall 1155 E. Route 22, Lake Zurich, IL
Upper Level Conference Room

AGENDA

1. **Call to Order** - Chair
2. **Roll Call**
3. **Old Business**
 - A. New Residents: Update on Mailing
 - B. Caption Contest:
 - C. Township Tuesday:
 - November 12 & 26, 2019 – Highway Department
Department Spotlight – Snow & Ice Procedures (11/12)
Employee Spotlight – Jeff Thompson (11/26)
 - 2020 Township Tuesday Schedule
 - D. E-Blast:
 - December 2 & 16, 2019 – Content for both E-Blasts due to Jessica on November 25, 2019.
 - E. Postcards
 - F. Holiday Party
 - G. Daily Herald Articles
4. **New Business**
5. **Schedule Next Meeting**
6. **Adjournment**