

Communications Committee Meeting

Wednesday, January 22, 2014

1:00 pm at Town Hall

1155 East Route 22, Lake Zurich

Agenda

The mission of the Communications Committee is to enhance the internal & external communications and expand awareness of the programs, benefits & services offered by Ela Township


 Call to Order - Chair

 Roll Call

 Old Business:

1. Review information received from departments to establish benchmarking markers.
2. Review letterhead John & Lucy designed
3. Review status re: MailChimp – scheduled topics, email list...

 New Business

 Schedule next meeting

 Adjournment