



Supervisor's Office
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Communications Committee Meeting

Tuesday, January 26, 2016

10:00am

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

New Business:

Post Card/deadline for information/content/print date and quantity
16 page Residential Guide/deadline for information/content/print date
2016 E-newsletter schedule/information deadline
Website: further instructions to design elements on WordPress
for the Communications Coordinator
Discuss March Expo
Discuss spring newsletter

Schedule of next meeting – Last Tuesday of every month @ 10:00am.

Adjournment