

# ANTRIM COMMUNITY BOARD

## Draft MEETING AGENDA

**5:30 – 7:00 PM, Wednesday, March 27, 2024 — Little Town Hall**

<b>Activities, Actions, Outcomes</b>	<b>Agenda Items</b>	<b>Time allocated</b>
Start meeting	<b>1. Call to order. Determine Quorum. Appoint Alternates as needed.</b>	<b>2"</b>
Agenda changes, Member, guest intro and info	<b>2. Agenda changes, Member check-ins, guest intros and comments.</b>	<b>8"</b>
Read, correct as needed, + vote	<b>3. Review + vote to approve the March 2nd Planning Meeting Minutes</b>	<b>3"</b>
Nominate, vote	<b>4. Election of 2024 Chair, Vice-Chair, and Secretary</b>	<b>5"</b>
List, consider, decide	<b>5. Identify/consider/recommend 2024 Alternates/Liaison candidates</b>	<b>15"</b>
Discuss, decide, plan	<b>6. Swap Shop painting, lights, generator, opening date, 2024 plans</b>	<b>15"</b>
Discuss, decide, plan next steps	<b>7. Job description, qualifications, &amp; hiring process for the consultant (\$3.6k) approved at Town Meeting with focus on more surveys done</b>	<b>15"</b>
Report	<b>8. Report on results from "club" emails to survey list</b>	<b>6"</b>
START discussion, plan next steps	<b>9. Projects and tasks for 2024 — Which to continue and/or revise — "warm handoff" referral system, bingo, better communication system for activities &amp; events, ACB brochure, supporting Home &amp; Harvest, Festival of the Trees, TIF, etc. New projects? Priorities. Timelines.</b>	<b>15"</b>
Review decisions, assignments	<b>10. Review meeting agreements, April tasks, items for May agenda</b>	<b>4"</b>
What worked + what didn't?	<b>11. Meeting assessment + adjournment</b>	<b>2"</b>
	<b>Total Time = 90"</b>	