### ANTRIM COMMUNITY BOARD
**Draft MEETING AGENDA**

5:30 – 7:00 PM, **Wednesday, September 27, 2023**  
**Tuttle Library**

<table>
<thead>
<tr>
<th>Activities, Actions, Outcomes</th>
<th>Agenda Items</th>
<th>(Person(s) Leading)</th>
<th>Time allocated</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Start meeting</strong></td>
<td>1. Call to order. Quorum Check. Welcome. Appoint Alternates.</td>
<td></td>
<td>2”</td>
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<tr>
<td><strong>Agenda changes, Member, guest intro and info</strong></td>
<td>2. Agenda changes, Member check-ins, guest intros and comments.</td>
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<td>8”</td>
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<tr>
<td><strong>Read, correct as needed, + vote</strong></td>
<td>3. Review + vote on approval of the August 23, 2023 Minutes</td>
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<td>3”</td>
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<tr>
<td><strong>Review, edit, possible vote</strong></td>
<td>4. Bylaw change to allow appointments for liaisons. (Gordon)</td>
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<td>12”</td>
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| **Brainstorm, triage ideas** | 5. How can we better describe, communicate, and get people in town excited about our projects and plans and to see the ACB’s role and value.  
(a) What materials, handouts, emails, etc. should we have?  
(b) Should we have inspiring mission/purpose/value statements, mottos, taglines, logo, video, presentations?  
(c) Who should we invite to our meetings (and invite to be liaisons) & which groups should we work with most closely?  
(d) What events and meetings should we convene and attend?  
(e) What projects and activities can we do in 2023-24 that have the most potential to achieve the above? | (All)           | 25”            |
| **Update, review, discuss, assess, decide on next steps, make assignments** | 6. Updates and next steps on projects and tasks:  
(a) Select board liaison update  
(b) Swap Shop  
(c) Antrim Players restart project  
(d) Welcome Team + Newcomers projects  
(e) Updating Antrim Map project  
(f) Building a better system for communicating town info  
(g) Post covid strategies for building our contact list  
(h) Convening mini-summits of town officials and boards | (All)  
(Donna)  
(Jennifer, Helene)  
(Jennifer, Gordon)  
(Lesley, Jenine)  
(Jennifer, Helene)  
(Gordon) | 35”            |
| **Review decisions, make assignments** | 7. October 2023 work plan & agenda suggestions for Oct 25 meeting |                     | 3”             |
| **What worked + what didn’t?** | 8. Meeting assessment + adjournment.                                          | (All)           | 2”             |

**Total Time = 90”**