TOWN OF CHARLTON
Public Safety Building Capital Campaign Steering Committee
Meeting: Thursday, September 17, 2020 AT 6:00 PM
Zoom Meeting – see below

Agenda

I. 6:00 PM: Call to Order
   a. Review minutes

II. Capital Campaign Overview (all aspects)
   a. Review website updates and discuss modifications needed
      https://www.townofcharlton.net/439/Public-Safety-Building-Capital-Campaign-
   b. Review Turnover Report from the Town (donations received)
   c. Updates on the Printing and Distribution of Capital Campaign Documents
   d. Updates on Outreach and Public Awareness strategies
      i. Update on Campaign Thermometer / Visibility
      ii. Social Media Postings
      iii. Donor Recognition
      iv. Video to Promote Public Awareness of Project and Need
      v. Public Education Regarding Project Financing
   e. Updates on progress with major gift identification and prospects
      i. Updates on Contacts to Local Businesses for Sponsorship
      ii. Review List of Resident Prospective Donors
      iii. Review upcoming deadlines for Foundations

III. Other Business – unknown at time of posting

IV. Set date for next meeting

V. Adjourn

Next Meeting –

Pursuant to Governor Baker’s March 12, 2020 Order Suspending Certain Provisions of the Open Meeting Law, G.L. c. 30A, §18, and the Governor’s March 15, 2020 Order imposing strict limitation on the number of people that may gather in one place, this meeting of the Town of Charlton Board of Selectmen will be conducted via remote participation to the greatest extent possible. Specific information and the general guidelines for remote participation by members of the public and/or parties with a right and/or requirement to attend this meeting can be found on
the Town of Charlton website, at www.townofcharlton.net For this meeting, members of the public who wish to listen/watch the meeting may do so in the following manner:

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No in-person attendance of members of the public will be permitted, but every effort will be made to ensure that the public can adequately access the proceedings in real time, via technological means. In the event that we are unable to do so, despite best efforts, we will post on the Town of Charlton website an audio or video recording, transcript, or other comprehensive record of proceedings as soon as possible after the meeting.