

Andover 175th Anniversary Committee
Virtual Agenda
Tuesday August 10, 2021, 5:30

- No June minutes-only three attendees, Catherine, Cathy, & Shirley
 - Discussed cookbook
- PO Box
 - use Andover Town Hall
- Paula will speak with BOF to get \$500 for 175th fund
 - Linda & Catherine will open Key bank account for 175th
- All forms, letters, certificates are completed
 - Volunteer form
 - Donation form
 - Equipment Donation Form
 - Cookbook recipe form (needs alignment)
 - Donation Tracker Form

 - Volunteer Letter
 - Business Letter
 - Cookbook Letter

 - RHAM Logo Cert of Appreciation
 - *Still needed – Award Certificate for Best Poem*
- Add to FB
 - Volunteer Form
 - Donation form & DonorBox
 - Recipe form
- Begin Detailing Events!
 - Assign members

* Meetings every SECOND Tuesday -- Next meeting September 7th (2nd Tuesday)