I. Open Meeting – New Members/Volunteers

II. Approval of Minutes from 9/25/19 Meeting- Distributed Electronically

III. 375th Celebration Committee Reports
   a. Waterfront Day Meeting 10/5/19
   b. Special Town Meeting – November 19, 2019 AT Memorial School – Distribution of Materials
   c. Chamber Shopping Night – December 6, 2019 – Sales in MHM – Distribution of Materials

IV. 375th Anniversary Calendar
   a. Status of proof and printing- 7 to 10 days until received from initial order
   b. Ordered 700 copies – if selling well, re-order additional 300 – Looking for total of 1,000
   c. Run off Activity Schedule at Town Hall for insert into calendar
   d. Sales sites – 4 Beach Street

V. Cricket/Social Media Ad Campaign
   a. Information for sales to the public
   b. Town Quilt Puzzle and Calendar

VI. Commemorative Plate for 375th Celebration
   a. Status/Plans/Costs/Price Points
   b. Discussion

VII. Fund Raising Letter to Residents
   a. Sample
   b. Minuteman Press -Beverly – Costs
   c. Possible Schedule – Putting Mailing together

VIII. Next Meetings – Select Two Dates
   a. Tues, November 12th; Wed, November 13th or Thurs. November 14th
   b. Next Possible Meeting – 1st or 2nd week in December – Select a Date

IX. Break-out Sessions for first three events in 2020 Celebration
   a. Christmas Tree Bonfire - January 12, 2020
   b. February Family Fun Day - February 9, 2020
   c. Essex County Club Gala – March 7, 2020
   d. For Each Event- Please consider the following:
i. Continue to plan event/Logistics
ii. Status of Event
iii. Recruitment of people to assist at event
iv. Budgetary Needs for event

X. Topics Not Known to the Chair 48 Hours Prior to the Meeting

XI. Adjourn Meeting