BrooklineCAN Annual Meeting Planning Committee

May 16, 2023

Present: Matt Weiss (Convener), Janet Gelbart, John Seay, Julie Washburn, SoniaWong, Ruthann Dobek, Ruth Seidman, Ellen Bick, Bea Mikulecky

Publicity

* Email blasts (Save the Date, Flyer ) - John
* Newsletter – Carol C.
* Distributed around town - Sonia
* Social Media (Facebook, Twitter, BCAN and Sr. Ctr. websites) – Matt

Website has content for tribute to Frank to be included in the flyer.

Ads for the program book will not be solicited. There will be no raffle at the event.

Ellen will help with the food arrangements. VineRipe is not longer in business so we need a new caterer.

Invitations are sent to the Select Board and Tommy Vitollo.

Finalization of Planning Calendar deferred until Henry can participate. A tentative schedule based on 2019 calendar is shown below:

June – newsletter

July 7 – Save-the-date blast

July – News release (Announcement)

August 7 – Paper and email flyer/invitation

Early August – Principal news release

TBD – Program book production schedule

8/31– Email reminder

9/7– 5-7pm Annual BrooklineCAN Meeting