

Meeting Agenda – Economic Development Advisory Committee
Northfield Town Hall
69 Main Street, Northfield MA

August 2, 2023– 5:30-7:00 pm, First Floor Conference Room
Submitted by: Sarah Kerns, Chair

Call to order

Review and Approval of Minutes (5)

Business:

1. Administrative items- (10)

- Speaking Protocol
- Verifying accuracy of messages
- Point of contact
- Liaison

2. Finalization of mission documents, vote (10)

3. Finalization of communication protocol, vote (10)

4. Discussion of planned questionnaire (15)

- Capturing the incoming demographic of Northfield

5. Discussion of current and planned outreach targets (10)

6. Areas of concentration updates: 5 uninterrupted minutes per speaker. (30)

Items not reasonably anticipated by the Chair/Commission:

This meeting agenda is being posted in compliance with Massachusetts Open Meeting Law.
The agenda may change to reflect
unforeseen business. Order of items may change as needed.

