



## **LOS ALTOS/LOS ALTOS HILLS**

### **2022 Joint Volunteer Awards Committee Meeting Agenda Monday, November 21, 2022**

7:00 pm

**ZOOM MEETING**

<https://us05web.zoom.us/j/87032864879?pwd=MjlucE1EWFhFSUQwNzI1YktUK3VQQT09>

Meeting ID: 870 3286 4879

Passcode: 2Zx5qf

- 1) Establish a Quorum – Roll Call
- 2) Public Comment
- 3) Approval of Minutes from October 24, 2022
- 4) Finance Report
- 5) Subcommittee Reports and Deliverables for Event on December 2
  1. Treasurer, budget – Dennis
  2. Ticket Sales - Jenny
  3. Marketing - Cheryl, Dennis
  4. Video Presentations - Rebecca
  5. Plaques – Jenny, Sandy
  6. Flowers and cookies – Ben, Don, Sandy
  7. Wine Donation – Dennis, Sandy
  8. Audio/Video – Laurel
  9. Speaker and Venue Setup – Laurel
  10. Reservations, Name Tags – Sandy, Lakshmi
- 6) Set date for next meeting in January 2023
- 7) New Business
- 8) Adjourn