



MEETING NOTICE AND AGENDA

POSTED IN ACCORDANCE WITH THE PROVISIONS OF MGL.30A §§ 18-25

Archives Advisory Committee

Name of Board/Committee

Address of Meeting: Abbot Hall, 188 Washington Street
188 Washington Street

Room: Town Administrator

THURSDAY	June	28	2018	9:30	AM
_____	_____	_____	_____	_____	_____
Day of Week	Month	Day	Year	Time	AM/PM

Agenda or Topics to be discussed listed below (That the chair reasonably anticipates will be discussed)

Scheduled Appointments:

Agenda:

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1. Approve minutes of June 13, 2018 meeting
2. 2018 Summer Intern – Ariana Fiorello
3. Recent communications - Johnston
4. Dashboard update – including LoI and archival materials measurements status - Johnston
5. Requirements Documents Issues
 1. Discussion of items required to finalize the Archival Facility Requirements document
6. Potential sites June 14th tour findings – McGinn, Nilsson, Cutting, Johnston
7. PR sub- committee report – Peterson, Doliber, Cutting
8. Open action items status (see June 13, 2018 meeting minutes) – all
9. Other business /New business
10. Next meetings –
 1. Thu., July 26, 2018 at 9:30am, John McGinn’s Conference Room

Correspondence, Public Participation, Old/New Business

THIS AGENDA IS SUBJECT TO CHANGE

Chairperson: Posted by: Kyle Wiley Date: June 21, 2018