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# 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

<b>THURSDAY</b>	<b>May</b>	<b>24</b>	<b>2018</b>	<b>9:30</b>	<b>AM</b>
<u>Day of Week</u>	<u>Month</u>	<u>Day</u>	<u>Year</u>	<u>Time</u>	<u>AM/PM</u>

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

**Scheduled Appointments:**

**Agenda:**

1. Approve minutes of Apr. 12, 2018 meeting
2. Dashboard update – including LoI and archival materials measurements status - Johnston
3. Recent communications - Johnston
  1. Pacifico status
  2. Selectmen’s Status presentation on 4/25/18
4. Requirements Documents status – Johnston
  1. Adv. Comm. input on facility priorities:
    1. lobby/reception;
    2. exhibit space;
    3. research center, space & seats;
    4. staff work areas & seats
5. Potential sites, preliminary site survey discussion & architects RFP work scope – Cutting
  1. Including School Dept. input on Eveleth, Gerry, Mary Alley Office Bldg - McGinn
6. Intern plans - Johnston
7. PR sub- committee report – Peterson, Doliber, Cutting
8. Open action items status (see April 12, 2018 meeting minutes) – all
9. Other business /New business
10. Next meetings –
  1. Wed., June 13, 2018 at 1:30pm, John McGinn’s Conference Room
  2. Thu., June 28, 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: May 21, 2018