



DATE POSTED 5/21/18
 MARBLEHEAD
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 2018 MAY 23 AM 9:20

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

WEDNESDAY	June	13	2018	1:30	PM
_____ 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:

1. Approve minutes of May 24, 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 status – Pacifico
 1. Review of Facility Requirements document status
 2. Work needed to complete Facility Requirements document
6. Potential sites, preliminary site survey discussion & architects RFP work scope – Cutting
7. PR sub- committee report – Peterson, Doliber, Cutting
8. Open action items status (see May 24, 2018 meeting minutes) – all
9. Other business /New business
10. Next meetings –
 1. 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