**[County Name] County 250 Committee**

**Time / Date**

**Instructions if Meeting Via Video Conferencing**

**Proposed Agenda**

1. Call to Order and Introductions
2. Declaration of Quorum/Roll Call (may not be needed if you have a more informal organization)
3. Confirmation the Agenda has been posted in compliance with FOIA,
4. Adoption of Proposed Agenda
5. Approval of Minutes from Last Meeting
6. Approval of Consent Agenda Items if Any
7. Public Comment if Any
8. Treasurer/Fiscal Officers Update
9. Other Sub-Committee Updates
   1. Event Sub-Committee
   2. Grant Sub-Committee
   3. Marketing, Branding, & Public Relations Sub-Committee
10. Old Business
11. New Business
12. Chairman/Team Leader Update
13. Action Items & Deadline Review
14. Set Next Meeting
15. Adjournment