



**CCACE Advisory Committee Meeting
Friday, September 14th @ 11:00 am
Ripley Building, Room 4**

1. Overview of a year on the Advisory Committee
 - a. Meeting dates
 - Reminder: Per the by-laws, the Committee may appoint a successor to anyone who misses 4 regular meetings in a year.
 - b. Role of the Advisory Committee members
 - c. Concord Bookshop Windows – twice per year
 - Fall week
 - September 24th – set up at 10 am
 - October 1st - break down at 9:30 am
 - Spring week
 - February 25th – set up at 10 am
 - March 4th – break down at 9:30 am
 - d. Holiday gift wrapping at Concord Bookshop
 - e. Armchair Travel on Mondays
 - f. Can We Talk Forums
 - Fall 2018: The Defamation Experience
2. Budget & Registration recap from FY18 and FY19 to date
3. The Defamation Experience update
 - a. Ticket sales
 - b. Sponsorship updates
 - c. Marketing updates
4. New business