

**Letchworth Festival 2012
Committee Meeting, Tuesday 8 May
8pm, The Hub, Station Road**

AGENDA

Tickets on sale in: *11 DAYS*****

1. Apologies
2. Approve minutes of previous meeting
3. Matters Arising
4. Treasurer's Report
 - Skoda
 - Leaflets on seats
5. LGCHF Town Meeting
 - Festival advertising
6. Website
7. Facebook
8. Printed Programme
 - Distribution
9. Advertising
 - Food Festival stall
 - Banners (horizontal & vertical)
 - Press releases
 - Heather's column
 - LALG newsletter
 - Posters (including town centre partnership's)
 - Event-specific posters & leaflets
10. Programme of events - update
11. Next meetings
 - Mon 21 May (The Hub, 8pm)
 - Tues 29 May (The Hub, 8pm)
12. AOB