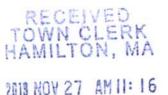
Office Hours Mon 8 to 7 Tues-Thurs 8-4 Friday 8 to 12 Noon Tel: (978)356-3915



## DEPARTMENT OF VETERANS' SERVICES TOWN HALL 25 GREEN STREET, IPSWICH, MA 01938

Karen F. Tyler District Director Kathleen Collins
Assistant to Director

## MEETING NOTICE

Pursuant to MGL Chapter 30A, § 18-25
All meeting notices and agenda must be filed and time stamped in the Town Clerk's Office and posted at least 48 hours prior to the meeting (excluding Saturdays, Sundays and Holidays)

Committee or Governing Body: Eastern Essex District Veteran's Board of Directors

Meeting Location: Veterans Services Office-Ipswich Town Hall

Day, Date, and Time of Meeting: Wednesday December 4, 2019 at 6:30 pm

Signature:

## AGENDA

Please list below the topics of the chair reasonable anticipates will be discussed at the meeting.

- 1. Call to Order
- 2. Roll Call
- 3. Adoption of Minutes
- 4. Financials
- 5. Chairman Comments
- 6. Veteran Northeast Outreach Center- Gail Hewins
- 7. District Director Comments
- 8. Policy and protocol's for contacting the Director
- 9. Policy on the use and reimbursement of the Director's Private Cell Phone
- 10. Understanding the Open meeting Law in regards to emails and texting
- 11. Protocols when representing the District and the Board of Directors
- 12. Local or Regional Issues/Announcements
- 13. Other
- 14. Adjourn