

Sweetser Lecture Advisory Committee
Wednesday, February 15, 2023 – 7:00 pm
Emmanuel Episcopal Church, 5 Bryant Street

Meeting to Review Fall 2022 and discuss Fall 2023 Lecture Series

AGENDA

- Call to Order of Meeting (Julie) Secretary's Report (Faith)-sent to all
- Reading of Minutes of January 18, 2023
- Treasurer's Report - as of final week of January, 2023 (Lorraine/David)

Old Business

- Listing of materials that should be kept in archives (ongoing with Committee)
- SLS storage of banner and posters for lectures (Susan)

New Business

- Discussion and evaluation of Fall 2022 Series, fall, start time, day of week, ticket prices
- Discussion of new members
- list of items Sara has completed in the past with detail
- Discussion of Fiscal Year and determination of when to disperse net proceeds to three local charities early May-pictures for publicity?
- Timing and content of letter of thanks to the Wakefield **ITEM** Editor-Sara, **Patch** and **Observer**-Joe?
- Discussion on number of speakers and suggestions for theme of next Series
- Speakers already contacted and SLSAC members' additional suggestions for future follow-up.
- Review of The Savings Bank Theatre set-up by custodians, contacts?
- Sara discusses duties to be shared
- 3 places for ticket sales: Sweetbay, Reading book store, Stoneham book store, any other ideas?
- Required form signing-David
- Other items?
- Next Meeting (TBD) March 8th?
- Adjournment