

NOTICE

The City of Stoughton will hold a meeting of the **STOUGHTON HOLIDAY FUND COMMITTEE**, Tuesday, November 3, 2009 at 7:00 p.m. in the Hall of Fame Room at Stoughton City Hall, 381 E. Main Street, Stoughton.

AGENDA:

1. Call to order
2. Instructions and attendance
3. Treasurer's report Balance:
4. Update of tasks **HANDOUT**, members available.
5. Committee reports:
 - Time Line - Janis
 - Data entry –Susan
 - Toys – Nancy
 - Hygiene – Karla
 - Books – Peggy
 - Routing – Chris Nygaard, Scott Wegner
 - Food – Heather, Sandra
 - Thank yous – Sheila
6. Old business
 - Contact updates
 - Letters to the Editor
 - Participant updates
 - Music for Friday and Saturday
 - Gift Certificates
7. Review tasks and timeline
8. New Business
 - Key Club updates
 - Dave Ganser offer from the UPS Store
 - Letters to businesses, schools, pre-schools.
 - Books
 - Senior Gifts
 - Insert mailing
 - Drop off points
9. Future meeting date:
 - **Tuesday, December 1, 2009 7 p.m. Hall of Fame Room**

For security reasons, the front door of the City Hall Building will be locked after 4:30 p.m. If you need to enter City Hall after that time, please use the Fifth Street entrance.

“IF YOU ARE DISABLED AND IN NEED OF ASSISTANCE, PLEASE CALL 873-6677 PRIOR TO THE MEETING.”

NOTE: AN EXPANDED MEETING MAY CONSTITUTE A QUORUM OF THE COUNCIL.