

Office Hours Mon 8 to 7
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Tel: (978)356-3915

**EASTERN ESSEX DISTRICT
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:



Date:

11/25/19

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