



**SPECIAL MEETING OF THE
Centennial Celebration Planning Task Force
Monday, November 21, 2016 at 6:30 p.m.**

**El Cerrito City Hall
Hillside Conference Room
10890 San Pablo Ave., El Cerrito CA 94530**

Roll Call

Task Force Members: Joan Carpenter, Ruth Cazden, Donna Houser (Vice Chair), Lisa Martinengo, Patricia Shaw, Joann Steck-Bayat (Chair) and Bruce Yow

1. Comments from the Public

Comments from the public on non-agenda items may be limited to three (3) minutes each.

2. Approval of Minutes

Consider approval of the minutes of the meeting November 2, 2016.

3. Report on Action by the City Council

Report out on Council's acceptance of the Task Force's recommendations.

4. Updates

Discussion and possible action based on updates regarding recent progress, "next steps" and master timeframe/deadlines for various celebration activities, including:

- Centennial Parade - subcommittee
- Gala Event - subcommittee
- Time Capsule - subcommittee
- Mayor's portraits project - Pat
- Business outreach plan - Lisa
- Volunteers (including sign-ups and Volunteer Coordinator role) – Joann
- Passport Activity – Joann
- Webpage – Suzanne
- Calendar – Joann/ Suzanne

5. Martin Luther King Jr Parade & Rally

Discussion on involvement in event including handing out calendars and brief mention about centennial activities in 2017.

6. Future Meetings

Discussion and action on scheduling possible special meetings in the coming months:

Upcoming regular meetings:

- Monday, December 19, 2016
- Monday, January 16, 2017 – need to re-schedule due to Martin Luther King Jr Holiday
- Monday, February, 2017 – need to re-schedule due to Presidents Day Holiday

Adjourn

Any writings or documents provided to a majority of the Task Force regarding any item on this agenda will be made available for public inspection at City Hall - 10890 San Pablo Avenue, El Cerrito, during normal business hours.

Meeting places are wheelchair accessible. To request a meeting agenda in large print, Braille, or MP3 file, or to request a sign language interpreter for the meeting, call Suzanne Iarla, Staff Liaison at 215-4318 at least FIVE (5) working days notice prior to the meeting to ensure availability.