



**SPECIAL MEETING OF THE
Centennial Celebration Planning Task Force
Monday, December 12, 2016 at 7:00 p.m.**

**El Cerrito City Hall
Creekside Conference Room (downstairs)
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 21, 2016.

3. Big Bash Weekend Planning

Discussion and possible action regarding recent progress, “next steps” and master timeframe/deadlines for various elements of the Sept 15-17, 2017 celebration, including:

- Friday night event
- Centennial Parade - subcommittee
- Mayor’s portraits project - Pat
- Possible Youth Dance event
- Gala Event - subcommittee

4. Centennial Planning

Discussion and possible action regarding recent progress, “next steps” and master timeframe/deadlines for other celebration activities, including:

- Passport Activity – Joann
- Webpage – Suzanne
- Calendar – Joann
- Time Capsule - subcommittee
- Volunteers (including sign-ups and Volunteer Coordinator role) – Joann
- Business outreach plan – Lisa
- Promotional Items (giveaways and for sale)

5. Martin Luther King Jr Parade & Rally

Discussion on Task Force’s involvement in event to be held on Monday, January 16, 2017.

6. Future Meetings

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

Upcoming meetings:

- Monday, January 9, 2017 (moved from 1/16 due to Martin Luther King Jr Holiday)
- Monday, February 6, 2017 (moved from 2/20 due to Presidents Day Holiday)
- Monday, February 27, 2017 at 5pm

Note: The regular meeting of 12/19/16 has been cancelled.

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.