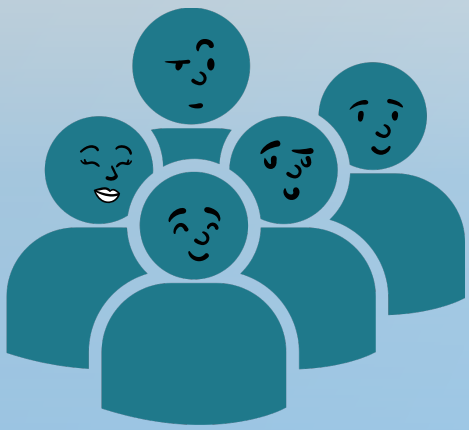
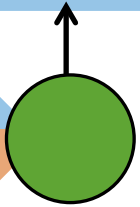




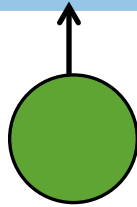
One Month

- Quorum
- Venue
- Agenda items



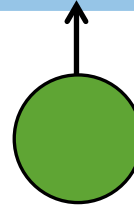
Two Weeks

- Draft agenda & other meeting materials

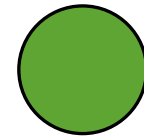


Seven Days

- Send materials to staff to post



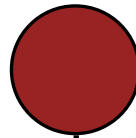
Meeting Day!



- Send group communications to the AC



- Review materials



Seven Days

- Post agenda
- Send materials out to mailing list

