



Supervisor's Office
Gloria M. Palmblad

Town Hall: 1155 East Route 22 • Lake Zurich, IL 60047
Phone: 847-438-7823 **Fax:** 847-438-9269
E-mail: info@elatownship.org

Special Meeting: Township Day Committee
Wednesday, September 13, 2017

9 a.m. Ela Town Hall Conference Room, 1155 E. Route 22, Lake Zurich

Agenda

1. Call to Order
2. Roll Call
3. Final discussion and planning for Township Day on Thursday, Sept. 21, 2017:
 - A. Confirm table rental, delivery and set-up. Determine who will help with event set-up and clean-up.
 - B. Confirm status of food and TV purchase, entertainment, and other final details including table cloths, table signage and raffle tickets for food drive.
 - C. Confirm Highway Department truck display and positioning of vehicles, including police and fire. Discuss parking for attendees.
 - D. Other
4. Adjournment