



MEMORANDUM

TO: Whom it May Concern

FROM: Colleen Beaudoin & Matt Brunell, Co-Executive Directors

THROUGH: Christina Harbour, Executive Officer

DATE & TIME: December 18, 2019

REGARDING: **SEZP Board Meeting on December 18, 2019**

To Whom It May Concern:

The next Springfield Empowerment Zone Partnership Board meeting will be held on December 18, 2019 at Central Office from 4:00 PM to 5:00 PM. The list of topics to be discussed are as follows:

- APPROVAL OF PRIOR MEETING MINUTES
- AGENDA ITEMS REQUIRING A VOTE
- ANY OTHER ITEMS THAT MAY LAWFULLY COME BEFORE THE BOARD

Please contact the Springfield Empowerment Zone Partnership, Inc. at sezp@springfieldempowerment.org if you would like to address the board. Please note that the period of time allocated for public comments shall not exceed 15 minutes.

<http://springfieldempowerment.org/>