

Operations Council

Meeting Agenda

NAME OF COUNCIL/TEAM: Operations Council		
OBJECTIVE OF MEETING: Take a tour of the new Print Shop		
DATE: 11/26/2019 TIME: 1:30pm	LOCATION/ROOM #: Administrative Conference Room CALL-IN NUMBER: CALL-IN CODE:	
FACILITATOR(S): Kuldeep Kaur, Olga Prizhbilov		
TIMEKEEPER:		
ASSISTANT: Beth Madigan		
ATTENDEES:		
SUPPORTING RESOURCES (ITEMS READ IN PREPARATION FOR AND/OR BROUGHT TO MEETING):		
UPDATES AND BRIEF REPORTS		
Topic	Person(s) Responsible	Time Alloted
ACTION ITEMS:		
Question	Person(s) Responsible	Time Allotted
DISCUSSION ITEMS:		
Question	Person(s) Responsible	Time Allotted
Meet in Admin Conference Room and walk over to print shop together	Olga Prizhbilov	5 min.
Tour of New Print Shop	Don Reid	20 min.
ITEMS FOR FUTURE CONSIDERATION:		
Topic	Contact Person	
OTHER INFORMATION:		