



**LOS ALTOS/LOS ALTOS HILLS  
2023 Joint Volunteer Awards Committee Meeting  
Agenda**

Monday, June 6, 2023, at 7:00 pm

Los Altos Town Crier Office  
138 Main Street  
Los Altos, CA 94022

- 1) Establish a Quorum – Roll Call
- 2) Public Comment
- 3) Approval of Minutes from [April 24, 2023 meeting](#)
- 4) Review Action Items from April 24<sup>th</sup> meeting. See the action items in the April meeting [follow-up document](#) attached.
- 5) New Business
  - Review new look & feel of program graphics
  - Review nomination form
  - Review and update rubric for selecting honorees
  - Confirm testing and perfecting dates for:
    - JVAC Website / LA City Website / LAH City Website
    - Eventbrite
  - Brainstorm for Keynote speakers
- 6) Review and agree upon Action Items to be completed before the next meeting.
- 7) Confirm date of next meetings:
  - Monday, June 26, 2023 – is this needed?
  - No July meeting
  - No August meeting
  - Monday, September 11, 2023
- 9) Adjourn