

Monday, April 25, 2016

Dear Advisory Committee Members,

**RE: Education / Outreach Joint Meeting of Advisory Committees**

As advisory committee members interested in the education and outreach elements of our mandates, we thought we could all benefit from putting our heads together. To that end, we're inviting representatives from the advisory committees to be part of a meeting to share what we are each doing in regards to education and outreach, connect with each other, and decide if regular meetings like this would be beneficial.

We also want to ensure we all know what advisory committees can--and can't--take on as education and outreach initiatives within their mandate, as well as how we can work with the City of London. We've invited the City's communication department to attend the meeting, and are open to suggestions of other staff members who should be invited.

Whether you are currently operating an education / outreach subcommittee or not, we invite a representative or two from each advisory committee to this information and sharing session.

**The meeting will be held at 12:15pm on Wednesday, June 22, 2016 in the Lower Level Hearings Room at City Hall.**

**If a member of your committee is able to attend, please RSVP to Susan Ratz at [susan@milkweedmarketing.com](mailto:susan@milkweedmarketing.com) and indicate which Advisory Committee you will be representing.**

We look forward to seeing you!

Sincerely,

Susan Ratz  
(Advisory Committee on the Environment member and Education and Outreach Chair)

and

Amanda Stratton  
(Transportation Advisory Committee Chair).