**BLACKSBURG BLOCKCHAIN SYMPOSIUM**

**WEEKLY MEETING**

**STANDING DISCUSSION ITEMS:**

* Logistics
  + Reservation Lyric – Dan
  + Thursday Evening Logistics – FRC Team
* Speakers – Dan, Simone
* Outreach Lists – FRC Team

**DISCUSSION ITEMS FROM LAST WEEK:**

* Co-Sponsor Letter – Dan, Davon, Simone
* Contract Media Positions – Ben, Yao
* Website – Yao, David

**UPCOMING DISCUSSION ITEMS:**

* Save the Date – Davon
* Graphic Design Needs – Ben
* Verbiage
  + Press Release – Davon, Simone
  + Social Media - Ben
  + Website and Registration Follow up - Yao