**Agenda 042214**

Happy Earth Day!!!

1. Vision Statement
   1. Finalize
      * Garrison will work on language and have finished by Wednesday
2. Content
   1. Read each others content
   2. Suggestions
   3. Things to finish/polish
      * Garrison will come up with automated response page once company has submitted its questionnaire
      * Garrison will come up with questionnaires for environmental service providers
3. Page Structure
   1. Accountability
   2. Timeline
      * Alejandro will work on structure from today to Saturday night
      * Garrison will pick up Sunday, have edits done by Wednesday night (save as version 2)
      * Meet on May 1st (Thursday) to figure out what needs to be finished
      * May 3rd:ok everything to send to website; set as working meeting: 8-11/12pm in Long Beach
4. Moving forward
   1. Tier 27 website development
      * Time slot booked for 2 weeks from now
   2. Automation
      * Garrison to begin drafting templates for different types of responses:
        1. Clients seeking services
        2. Clients posting projects
        3. Firms posting services
        4. Other….
      * Alejandro will draft conversation templates/guidelines
   3. legal