

**Fulfillment Committee Meeting  
May 5, 2016**

**Committee Attendance:** Steve Mays, Andy Milovich and Amanda Coy

**Staff:** Susan Phillips, Johanna Hodge and Colleen Balzotti

**Call to Order** – Steve Mays at 3:45pm

**Approve Minutes** – Steve Mays stated minutes would be approved at the next meeting, due to low attendance.

**2017 Publications Services** – Johanna Hodge stated due to some problems with current printer, it was in the chamber's best interest to request for quotes on 2017 printing. Chamber received a total of 6 proposals, after staff review list was narrowed down to the lowest four. Upon further review of pricing and ability to print all five pieces, Quad Graphics and Times Printing were final two. However, Mays requested staff to research Vanguard Printing's quote on the Digest Guide before finalizing. Hodge stated Times Printing's proposal stood out because of, 1) pricing, 2) print all pieces at one location, 3) print schedule. When looking at the complete package, staff's recommendation would be to use Times Printing to print the 2017 publications. Committee member's present agreed.

Meeting adjourned – 4:20pm

/jh