

**Museum Committee- Atlas Subcommittee**  
**Meeting Minutes 07/13/22**  
**Location: Zoom**

**Present:** Maddi McGraw (Curator), Megan England, Jenna Fribley

**Absent:** None

Meeting called to order by Maddi at 10:00am.

**Business from the Audience:** None

**Approval of Agenda and Minutes:** Agenda and minutes from the June 8, 2022 meeting were approved.

**Unfinished Business:** None

**New Business:**

**A. Discuss Arcadia Deadlines and Create Work Plan:** Maddi stated that she was given the following deadlines by Arcadia: 20 sample captions and images due July 19, 2022; drafts of two chapters due November 15, 2022; cover materials due November 24; all materials for publication due before March 14, 2023.

**Plan Next Steps:** It was decided that the next meeting would be July 13 at 10am, and that it would be held via Zoom, and focus on planning the chapters of the book according to Arcadia's layout.

Meeting adjourned at 11:00am.