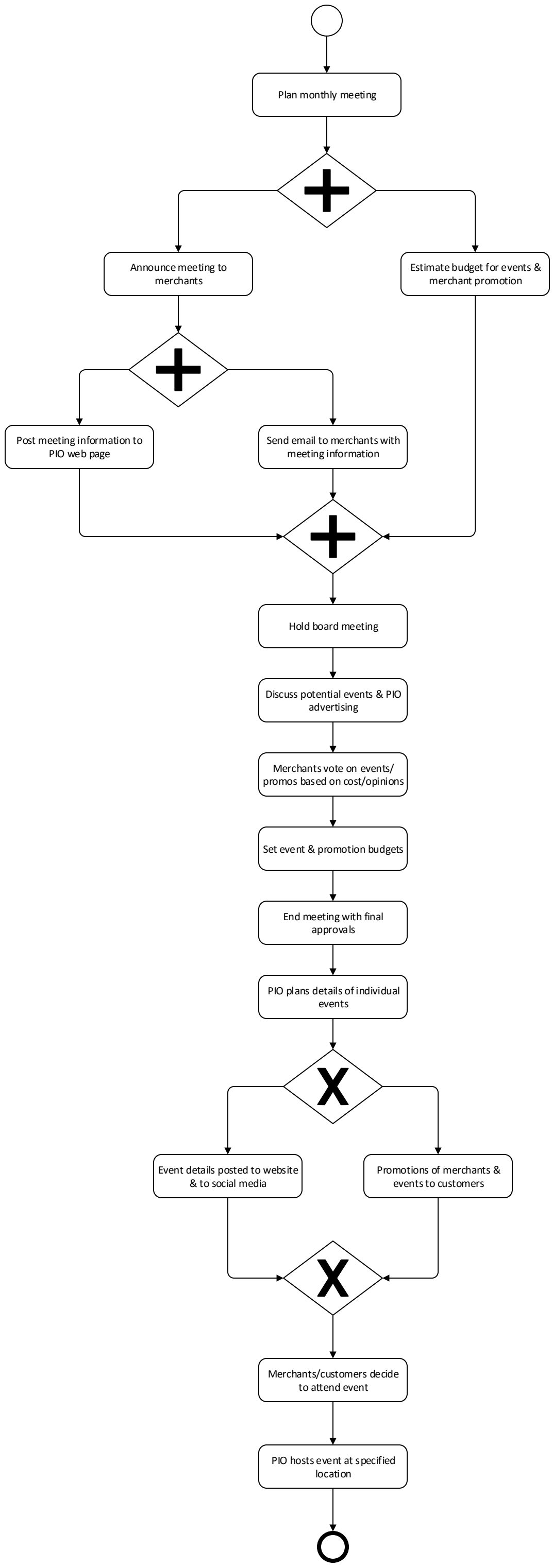
Plan monthly meeting
Announce meeting to merchants
Estimate budget for events & merchant promotion
Post meeting information to PIO web page
Send email to merchants with meeting information
Hold board meeting
Discuss potential events & PIO advertising
Merchants vote on events/ promos based on cost/opinions
Set event & promotion budgets
End meeting with final approvals
PIO plans details of individual events
Event details posted to website & to social media
Promotions of merchants & events to customers
Merchants/customers decide to attend event
PIO hosts event at specified location