

2/10/17
Steering Committee
Draft Minutes

In Attendance: Alice Winn, Joe Colangelo, Cathy Townsend, Lara Keenan and AJ Humphrey
Public: Michael Mosher

Lara called the meeting to order at 9:35

Joe made a motion to approve the agenda
Cathy seconded
Motion approved unanimously

Joe made a motion to approve the minutes from 2/3/17 meeting
Alice seconded
Motion approved unanimously

No public comments

Informational Letter - Discussion of structure, wording and layout of the letter.
Be sure we are very clear about the options and what each includes, use consistent language

Joe made a motion to approve letter, based on the agreed upon changes, which Lara and AJ will make.
Alice seconded the motion
Motion passed unanimously

Survey-
Discussion regarding layout, content and wording. Maintain common language for both documents. Provide space for comments.
Michael will make changes and provide two draft options in advance of Monday's meeting

Next meeting - Monday, February 13th at 9:3. Michael will provide 2 draft options of survey to vote on.

Committee will plan to run an ad in the Shelburne News regarding the survey

The Committee will hold off on creating a video with VCAM, but hope to pursue one in the future
Discussion regarding the need for volunteers at Town Meeting and on Survey Stuffing Day. A bowl of candy/book marks would be helpful.

Joe made a move to adjourn Alice seconded, meeting adjourned at 11:10

