

2/13/17  
Steering Committee  
Steering Committee Meeting Minutes Draft

In Attendance: Cathy Townsend, Lara Keenan, AJ Humphrey  
Via Phone: Alice Winn, Michael Mosher

Lara called the meeting to order at 9:45  
Joe made a motion to approve the agenda  
Cathy seconded  
Motion approved unanimously

Joe made a motion to approve the minutes from the 2/10/17 meeting  
Alice seconded  
Motion approved unanimously

Public Comments - None

Informational Letter:  
Minor revisions - add survey due date and crop/enlarge picture of building

Survey:  
Minor revisions- Consolidate and box in the options, use same language as letter  
Add "property" to taxes - property taxes  
Comment area at bottom - bold

Joe made a motion to approve the survey with the agreed upon revisions  
Alice seconded  
Motion approved unanimously

Discussion regarding mailing details etc  
We are on target with our timeline  
Sign up schedule for stuffing day is filling up  
Help from Trustees, Steering Committee and or Friends still needed for Town Meeting dates

Outreach-  
Lara and Joe plan to write an article regarding the survey for the Shelburne News. Target it for the March 2nd addition  
Target an ad regarding the survey to run in the March 9th addition of the Shelburne News  
AJ will work on scheduling date for Michael to present results to the Selectboard  
AJ is finalizing details regarding survey mailing

Joe moves to adjourn  
Alice seconds  
Meeting adjourned at 10:10

