

COMMUNICATIONS SUBCOMMITTEE MEETING MINUTES JANUARY 8, 2009

ATTENDEES:

Phyllis and Dennis Shanley, Peter Ingvoldstad, Anne and Joe Rogers, Jen Robins, Mark Schilling, Paige Kelly and Carol Plante.

OBJECTIVES OF MEETING

- 1) Develop Mission Statement of Communications Subcommittee
- 2) Develop hierarchy
- 3) Discuss accomplishments and future plans

(1) Mission Statement:

Bring message to community

Be messaging arm for other town committees and groups

Liaison to Select Board in regards to communication with community

(2) Hierarchy

Dennis Shanley agreed to Chair subcommittee

Jen Robins serving as scribe for current meeting. Scribe role to alternate among members and determined each meeting.

(3a) Accomplishments (to name but a few...)

- Phyllis established mailing database of Cambridge Crossroads Forum attendees (thanks Phyllis!!). Database is in Cambridge Crossroads gmail account and accessible by select individuals.
- Phyllis designed Google calendar for Cambridge events. Some have direct access to calendar and others can make requests to Phyllis or to Cambridgecrossroads@gmail.com for events to be posted.
- Phyllis attended Rotary Club and Conservation Commission meetings to discuss access to events calendar and other webpage access and linkage.

(3b) Future Plans

- Peter and Phyllis planning to attend next Planning Commission meeting January 15.
- Need list of town groups. Linda Collins has one and will distribute.
- Discussion of having a ListServe setup to distribute event announcements as soon as they are posted on calendar. Mark mentioned checking on "2 Towns on Line," an Underhill/Jericho ListServe. ListServe is either monitored or unmonitored.
- Non Web communications. How to get information out to folks without internet connection. Use public boards (like at Library) to post things. More discussion needed on this subject.
- Paige planning to prepare sign board to announce next Crossroads meeting in front of Chevron Station.
- Bring computer to next meeting for demo of Cambridge Crossroads website and other town pages.