

## COMMUNICATION COMMITTEE MINUTES

November 15, 2018

In attendance: Jennifer Cropper-Rines, Elaine Brady, Debbie Bennington, Josette Wheatley, Sally Stout and board liaison Collette Horn.

Meeting called to order 8AM

1. Welcome new members – Sally Stout and Josette Wheatley
2. Recap of Town Hall Meeting
  - a. Recommendation to have timer at meetings to keep productive flow and allow time for all questions – 3 minute warning with 5 minute limit per speaker
  - b. Recommendation to continue having questions in advance in order to keep productive flow and provide audience with as much information as possible
  - c. Leave approximately 30 minutes at end for audience questions
3. Survey
  - a. Discussion on reviewing survey and organizing feedback to the board
  - b. Committee members to review by next meeting for work session on feedback for submission to the board.

Meeting adjourned at 9:10 AM

Next meeting rescheduled to December 13 at 8AM