

Communication, Education, Youth Committee 9/9/2006 Minutes

Called to Order: 9:23 AM

Members Attending: Corinne Krebs, Mary Wolaver, Vicki Skinner, Pam Becker

Members Not Present: John Wolaver, Lynne Hellman, Joseph Bergeron

Others Attending: Tom & Barb Calkins

Question of the Day: Skipped due to late start.

Meeting Minutes: None approved, Corinne forgot to bring them to the meeting.

Old Business:

Corinne felt that since the arrangement for committee reports helped organize the Annual Meeting presentation so well, we should continue assignments to ensure that the Communication Committee can keep constant contact with the community. This arrangement also helps keep the Communication Committee actively supporting all other committees as the megaphone for the District. Members were asked to attend their assigned committee's meetings. They are not expected to record minutes, but gather information about what the committee is working on for next year's Annual Meeting summary, press releases, and other articles. The assignments follow:

Vicki Skinner	Stormwater and Non-Point Pollution
Pam Becker	Boat Safety & User Conflict
Mary Wolaver	Aquatic & Invasive Plants
John Wolaver	Shoreline Protection
Corinne Krebs	Communication, Education, & Youth Steering Council
Joe Bergeron	Fish & Water Quality

Lynne Hellman was not assigned a committee due to her permanent residence situation making it extremely difficult for her to attend meetings. She will continue to provide proof reading services to the district, which will help her stay connected to all the committees. Corinne will Email the assignments to all current leaders so each member will be contacted by his or her assigned committees.

Next on the Agenda was a comparative report on Internet Protocol, so a recommendation could be made to the Steering Council. Pam suggested a speaker phone system that could be utilized in conference calls. She also stated the service would eliminate extra long distance charges now incurred by the Village. Polycom was rated highest by Consumer Digest for the speaker phone. She presented another speaker phone that was available at a cheaper rate, but it had more limitations for use. Stan's Lumber uses the Polycom system and those who use it seem satisfied with its performance. The voiceover protocol system seems to be comparable in price no matter who provides the service (around \$49.99 per month) with phone calling capabilities, faxing options, etc. Mr. Calkins stated that he purchased a system similar to this and it saved him \$200.00 per month. He also referenced the Open Meetings Law, stating it is legal to have individuals actively participate in meeting in this manner. Everyone felt this would help the district by allowing members like Lynne Hellman to participate in meetings even though they cannot physically attend, besides saving the Village money. Mary Wolaver expressed some concern about the system and its seamlessness. She used the example of cell phones being a great new technology, but not always delivering the way in which they are expected. With all things considered, the members decided to take their recommendations to the Steering Council for approval. The final item under old business addressed the Committees' member list. The list was completed and will be sent to the Village on disc. Present committee members decided to mark the information 'confidential' and ask the Village to only release names and phone numbers of individuals on the list when requested. Committee felt this would protect

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volunteer privacy. From this discussion, the committee also determined they would ask that the Village Representative always refer people to Committee leaders to answer questions or address concerns.

New Business:

Corinne began new business with something she felt was important for an established organization: operating procedures. She felt very little information was being posted to the web as a result of other volunteers not being informed on how to deal with meeting agendas, draft minutes, and approved minutes. Together, all the members drafted a standard operating procedure for these things. Corinne volunteered to finalize the procedure on paper and make plenty of copies for distribution at the next Steering Council Meeting.

Next, the committee addressed press releases. Corinne felt that with members attending other committee meetings, the Communication Committee would have more opportunities to reach out to the community. She set the goal at 2 "tags" per month. All other members seemed to be in agreement. Then members decided how to approach press releases. The procedure would be: if the opportunity for a press release presents itself, the person who felt it was appropriate would write up a quick press release, send it to all members of the committee for review and approval for submission. If a committee member did not respond within 48 hours, the person who wrote the release could assume it was approved and send it out accordingly.

Closely related to the press release, but with a slightly different twist, Educational Articles came up next. Corinne informed the committee that Lynne had expressed an interest in writing more educational articles for the district. We just needed to provide her with some topics. So the committee thought about appropriate article topics that could be covered for the rest of the year:

October	Water Pollution (Where does it come from, Importance for testing for pollutants)
November	Public Property Leasing (What's the Law on this?)
December	Ice Recreational Safety (When is the ice safe for activities, lessons learned, etc.)

Corinne was to get this list to Lynne so she could get a jump start on the articles and follow through on the educational component that is vitally important to the District's continued success. As everyone knows, good information becomes the foundation to solid decision making.

Vicki asked that we check back at the next meeting about data sheets for the District database.

Since we're beginning a new season, Corinne wanted to get the 2007 Annual Meeting preparations off to a good start. Joe Bergeron will be in charge of formatting the 2007 presentation. Pam talked briefly on Joe's behalf, stating that he's proficient in PowerPoint and would be happy to take on the project. Corinne needs to get him the electronic copies of previous years so he can start putting a format together and members could add bullet points as the year progresses.

Finally, under other topics to discuss, Pam thought the Communication Committee should ask the Village for a list of all the Associations in the Village. The committee could compose a letter to the associations offering a member of district committees to attend the association annual meeting for a Question & Answer session. She thought a letter could be written to each association requesting a list of member names and address, so important notices might be sent to them concerning projects in their area. The committee could then define the association borders, because not all individuals in the area are members of the

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association. Vicki volunteered to look into this list and the committee will draft a letter to be sent at the next meeting.

The next meeting date was set for October 21, 2006 at 9:00 AM in the Twin Lakes Village Hall Meeting Adjourned 10:38AM