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**Committee for Community Involvement (CCI)
Meeting Minutes**

**February 7, 2023
Zoom Community Auditorium**

CCI approved the minutes as presented/amended.

1. Called to Order

The meeting was called to order at 5:30PM.

Present: Lowell Greathouse,, Joyce Phillips (staff), Heather Finnigan, Tom Cook, Councilor, Paul Downey, Staff Liaison, Donna Gustafson, Madigan Shepherd, David Anderson/ Jennifer Thomas

Absent: Jai Tiberius Hefflin. Vacant: Student Advisor

2. Public Comment: None

3. Consent Agenda: Motion and passed to approve minutes of January 3, 2023 meeting.

4. Additions/Deletions: Review the length of time of the CCI meetings, Review Lowell's submission of "Community Involvement Tool Kit" version 3.0

5. Discussion Items

a) **Introduction of new members:** – Madigan Shepherd

b) **Election of officers:** The following officers were elected: Hope Kramer – Chair, Lowell Greathouse – Vice-Chair, Tom Cook Secretary.

c) **ATM.**

- Confirmation of date and time: April 29th from 10:00 to 12:00 at the Civic Auditorium.
- Theme: "Visions of Tomorrow"
- 5 "booths" : Schools, Businesses, Housing, Parks and Roads. Presenters at each booth should focus on "quality of life" issues.
- Greeters: Heather and Tom
- Setup: Lowell
- Marketing: Ask Evelyn Orr to assist since she has "templates" from last ATM. Paul said that one he gets the flyer....he can have it translated into Spanish.
- Banner: Tom
- Reader Board: Heather
- Refreshments: David
- Special ATM meeting set for February 28th at 4:00 p.m.

- d) **Length of Time for Meeting:** Discussion about how the one hour is sometimes not adequate to conduct the meeting. Consensus to keep to one hour length, and that the committee members are willing to stay an extra 15 minutes on a case-by-case basis.
- e) **Community Involvement “Tool Kit”:** Lowell submitted final version of the “Community Involvement Tool Kit” version 3.0. Next step: have the document posted on the city’s website. Also, have copies available at the next ATM.
- f) **Staff Update.** Paul Downey updated on current state of staffing and city’s webpage design. He reported that the city council is reviewing the number of boards and commissions. City starts it’s budget process soon. The remodel project is behind schedule due to unforeseen construction issues.

6. Council Update: None

6. Adjournment and Announcement of Next Meeting: The meeting adjourned at 7:02 PM. The next CCI meeting will be held on Tuesday, March 7, 2023 at 5:30 PM.

Respectfully submitted,
Tom Cook, Secretary