

## Community Relations Committee Meeting

May 1, 2019

7:00 p.m. – Town Hall

The meeting was called to order at 7:06 p.m. in the Town Hall.

Members Present: Wicca Davidson (Acting Chair), Julie Stanish, Michele Marston, Emily Helms Williams, Anne deFontnouvelle, Barbara Rose, Sheila Lieber, Julia Bellinger, Marjorie Shaw

### General Business

- The minutes of the April 2019 meeting were presented and approved by the Committee. Sheila moved to approve the minutes, and Julie and Michele seconded the motion.

### Old Business

#### Events and Community Service:

- Knitting Group – Marjorie reported that the group will meet later this month. The meeting has been advertised in the Forecast.
- Progressive Dinner – Barbara reported that the opening reception went very well. We had about 100 people and received very nice feedback. Attendees enjoyed the charcuterie trays and wine. Michele reported that 96 people RSVP'd. The hosts seemed to have a good experience and provided helpful feedback. The reception was a nice opportunity to meet with a bigger group before splitting into smaller groups for dinner. Some attendees suggested another large cocktail reception, and the Town's birthday might be a good annual event. The group brainstormed on how we might hold similar events going forward and also considered ways the event might be less hectic in future years. Wicca suggested that we consider how to streamline the check-in process. There were a few quirks and glitches with logistics. One suggestion for improving the process was to move name tags inside. We might also rethink the selection process in future years. Of the feedback forms received, only two people said they would not do the event again. Wicca raised a question about why the stipend for hosts was eliminated, as the costs were significant. Julie asked about pictures taken at the event.
- Music Jam – Wicca reported that she was originally involved in the event as Town Council liaison, but it shifted to a Community Relations Committee event for ease of planning. We had 10 musicians, who ranged in age from 12 to 80. The room was full, and the event was greatly enjoyed by all. Feedback received has been positive. It was an easy event to plan.
- Seriously Fun Singers – Julia and Shelia volunteered to assist Barbara with the event, scheduled for the upcoming Sunday. They will meet to set up the chairs around 2:30. Wicca will handle food. The event starts at 4:00 p.m.
- Spring Festival – Wicca reported that the event is still planned for June 1, but she has not yet met with the Lawton Center staff. Quynh reported in advance of the meeting that she will report on food trucks. Julie stated that finding food trucks for the Rockville Band event has been challenging.
- Rockville Band – Julie reported that the band has been practicing for the event, which will be on Sunday, June 9. Holy Crepes will be providing food for the event since their licensing process has been completed. Grill-to-Go might also join if their licensing is up to date. The event will start at 5:30 p.m. Julie will have some people from the band set up chairs. The group discussed logistics for the AV system, including a portable system that is battery powered. Barney can access the Town Hall, where we will store the chairs afterward. Julie will set up traffic cones for the band truck. Julia contacted Clay Boys Shave Ice through Facebook after searching unsuccessfully for other contact information. They have not yet responded to her inquiry.
- Fourth of July – Wicca reported on behalf of Aki that he has been working with Emily in the office on food and drinks for the event. He has also been working with Monique Shimm on vegan options. The vegan entrees will be cooked first. Aki has been coordinating with Environment Committee on exploring the use of large water bottles to reduce the number of bottles used at the event. They are doing the legwork on that issue and will be managing composting and recycling. Barbara suggested that, in the event advertising, we

suggest that people bring their own reusable water bottles from home. Aki suggested to the group that we continue the tradition of reading the Declaration of Independence. Wicca will look for someone in the Town to coordinate the reading.

#### Communications:

- The group discussed logistics of Instagram and following the Town's account. 33 people are following the Instagram account.
- Welcome Bags – Wicca reported that she gave a Welcome Bag to the family who just purchased a house on Leland. We might consider advertising the bags to agents who work in the Town. Michele reminded the Committee to drop off notes for the Welcome Bags. We should start preparing the next set of bags for delivery in July.

#### New Business

#### Events and Community Service:

- Play Date in the Park – This event, for rising kindergartners and their families, will be held the weekend before school starts. Aki and Dana are planning the event.
- Planning Discussion for Future – No new events were discussed, given the number already being planned. The group discussed potentially reserving the second or third Friday of the month for movies for grown-ups. It has been a popular event in the past. When appropriate, we could host a panel afterward.

#### Communications:

- There was no further discussion of communications beyond that discussed in the “Old Business” portion of the meeting.

#### Other Business

- Wicca reported that our next meeting (June 5) will be the Committee's last of the year. Wicca asked members to consider feedback to present at the meeting and whether to join the Committee next year. The mayor will put out a call for new committee members.
- Michele is willing to be the co-chair of the Committee next year, and Wicca can be the co-chair. Wicca stated that next year will likely be her last on the Committee, so others should consider being chair.
- The group discussed obtaining reusable water bottles with the Town's logo. Julie will present some options at the next meeting. Reusable bottles could be placed in Welcome Bags with encouragement to bring them to Town events.

The meeting was adjourned at 7:55 p.m. Wicca moved to adjourn the meeting, and Michele seconded the motion.

Respectfully submitted,

Emily Helms Williams