

Intergovernmental Communications Committee January 09, 2009

Present: K. Ralston, D. Neiger, A. Damm, K. Ross, K. Hollenbeck

December minutes: Neiger, Damm, approved 4-0

Agenda, as amended: Neiger, Damm, approved 4-0

Old Business:

Reading of Mission Statement: We need to read the mission each meeting to keep focused on the goals; for now meet monthly. ICC is at present steering committee for the remainder of the task forces. There was discussion of whether ICC should appoint leaders of task forces to this committee or have another steering committee.

I---ICC—updating white paper/ ICC goals

- Neiger: Renewable/Wind energy task force. Report should be in the forestry/natural resources paper. Should be the same as the Karen Roberts committee appointed by Planning Commission (PC). A goal for the future would be updating the Intergovernmental Cooperation (IC) white paper.
- Neiger—a bi-yearly meeting to address townships and villages to get their input.
- Ralston—create a grievance board
- Damm—a bi-monthly newsletter to inform all of current happenings of what is going on in smaller government entities: twps, villages, and city of Frankfort.
- Neiger—might use MTA to promote; each secretary would submit; secretary of MTA could compile.

II—Publicity

- Invitations, article in *Record Patriot*; Ralston will write it. Invitations will be distributed by both email and hard copy. Ralston has an email list with most of what she needs but will also use the mail, especially for the farm community. Dave will call Bonnie Putney to get more agriculture contacts; she may distribute invitations for us.
- Budget: One article; county will pay for the mailing. Kathy Bruce will help with preparation of the mailing.
- Marketing: Target for article: Feb 4th *Rec Pat. Insider* target for February 2nd. and *Express* (target date first week of Feb.) will publish; press release to *Record Eagle*. Sharron May will work with Ralston on submitting articles by target dates, as well as arranging for the food; we will get money up front from the county.

III—Summit report

- Looked at task list/worksheet
 - Door prize—ask Food for Thought
 - Room set-up/signage
 - Mix people up—colors & numbers (Ross)
 - Table for handouts—need sign

- Mike Ross and Sharron—sound equipment (Kathy ask)
- Tables may not be round—need to find out
- For set-up and breakdown need more helpers
 - Kris/Anne PM
 - Ralston/May AM
- Registration table: Ross/Damm
- Information table: handouts Kris H.

Dave: has screen; MSUE has projector; we need to call speakers to see what they need, ex screen

Breakout tables: Need facilitator for each table

- worksheet for mission/goals: Committee Action Worksheet. Some facilitators have not yet been confirmed. Dave will facilitate for the ICC. Ralston will float. If speakers stay, they may help facilitate. Each group will also need a recorder. Grant writer (Bonnie) There are also some local grant writers. New Fed. administration may have some pertinent grants available.
- Budget—we won't break even. MTA may contribute, as will County. We will have local products for the meals at a cost of \$12. per person. We also need to add from \$200. To \$300. for an additional speaker. We will invite Rotaries. Attendance is projected at 75 people (\$900.)
- Need deadline for payment; group discount must be paid early
- Invitations out by first of February

Speakers: Need a bio for each speaker; Steve Fouch will introduce

- Merit is confirmed; Anne Damm will check to see if there is cost.
- Jim Sheets is getting Chris Saffron; Ralston will follow up; Jim MacInnes is back-up.
- Agriculture: Need somebody to represent the vintners, maybe Don Coe
- Patty Cantrell confirmed

New Business

- February meeting 02/06/09 same time/place
- Guests: possibly Bonnie on telephone;

Feedback:

- We need to balance the communication style and content to avoid a “touchy feely” aspect that may be off-putting for some guests.
- Discussion of Grand Vision/TC gets money and prioritizes the projects.