

Central Middle School Building Committee  
Sub-Committee on Communications

Thursday, February 9, 2023  
\*\*\*APPROVED\*\*\* MINUTES

Sub-committee members present:

Clare Kilgallen\*, Dennis Yeskey, Greg Piccininno\* (arrived late), Laura Kostin\*, Lauren Rabin, Tony Turner\*  
(\* – CMSBC voting member)

Others present:

Stephanie Cowie (FSAC4PWD Liaison) and Chris Cykley (CSG)

**1. Call the meeting to order**

- a. Lauren Rabin called the meeting to order at 3:40PM.
- b. A Motion was made by Tony Tuner and seconded by Clare Kilgallen to amend the agenda to add review and finalization of our CMSBC Communication/Update to RTM and BET members. The motion was approved 3-0.

**2. Approve minutes from Feb 3**

- a. A Motion was made by Clare Kilgallen and seconded by Lauren Rabin to approve the minutes. The minutes were approved 3-0.

**3. Confirm date and time for March Community Engagement Meeting**

- a. The committee will propose March 8 at 7:30PM, which is also after the third Design Review Committee (DRC) meeting.
- b. The sub-committee again discussed the need to see what is being presented in advance to offer feedback; given the second DRC meeting is on Feb 22

**4. Finalize communication schedule for March Community Engagement Meeting and assign owners to draft invitations/notices etc.**

- a. SLAM to create invitation with images and info (some will be for placement only (based on outcome of Feb 22 DRC meeting).

**5. Update on Havemeyer Communication Plan**

- a. GPS Communications Director was not present; we will ensure he is at our next meeting.

**6. Finalize CMS BC communication to BET and RTM**

- a. The sub-committee reviewed and made edits to the "[CMS Campus Project Fact Sheet – Feb 2023](#)".
- b. A Motion was made by Clare Kilgallen and seconded by Greg Piccininno to approve the draft for submission to the full CMS BC. The motion was approved 3-0.

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**7. Adjourn**

- a. A Motion was made by Clare Kilgallen and seconded by Greg Piccininno to adjourn. The meeting adjourned without objection at 5:06PM

Prepared by Lauren Rabin