

Central Middle School Building Committee
Sub-Committee on Communications

Tuesday February 20, 2024

Approved MINUTES

Sub-committee members present: Clare Kilgallen*, Laura Kostin*, Lauren Rabin, Stephanie Cowie

1. Call Meeting to order.

- a. Lauren Rabin called the meeting to order at 2:25 pm.

2. Approve minutes from January 30, 2024, Meeting.

- a. Clare Kilgallen made a Motion to approve the Meeting minutes from January 30, seconded by Laura Kostin. The minutes were approved 2-0-0.

3. Plan for 1st CMS Newsletter.

- a. The sub-committee agreed to call the asset a Bulletin and is requesting help from GPS Communications to design a masthead/template and explore the use of Smore to send the bulletin.

4. Other

- a. The sub-committee discussed the opportunity to present at an RTM Public Works meeting on March 4.
- b. The sub-committee clarified our understanding of the Value Management items and the process for an encroachment notice.

5. Adjourn.

- a. The meeting adjourned without objection at 3:14 pm.

Prepared by Lauren Rabin