

Concord Carlisle Regional School Committee
COMMUNICATIONS WORKING GROUP MINUTES
April 11, 2025

Committee Members Present

- Carrie Rankin
- Brian Waterson
- Tracey Marano

Absent from Administration

- Dr. Laurie Hunter

Carrie Rankin called the meeting to order at 2:03pm.

Tracey made a motion to approve the minutes from April 4. Carrie seconded the motion, and it passed unanimously.

Discussion Topics:

- Graphic designers
 - Carrie met with Chris Winders on the design. It would be \$1600 with two rounds of edits. Additional edits would be an hourly rate.
 - Carrie likes the idea of using a local resource.
 - Brian made a motion to contract with Chris Winders, and Tracey seconded. The motion passed unanimously.
- Tracey reported that Kate Renyi, a local photographer, is working on admin headshots next week.
 - Tracey moved and Brian seconded to approve the use of Kate Renyi for the headshots. The motion passed unanimously.
- Tracey reached out to SC student reps about quotes and is waiting to hear back.
- Carrie advised that the finance section needs to be reduced. Brian will work on edits over the weekend.
- The working group agreed the first round of revisions can be done independently with suggested edits sent to Carrie.
- The next meeting will be Tuesday, April 29 at 3:00pm.

Carrie Rankin adjourned the meeting at 2:20pm.

Approved: June 10, 2025