

Communications Committee
Meeting



Minutes
March 31, 2020

NOTE: This meeting occurred electronically only per Act 92 (H.681) using a Google Meet teleconference as distributed and warned in the Agenda.

Members Present: Chuck Burt (Moretown), David Healy (Calais), Andy Gilbert (Cabot), Jeremy Matt (Plainfield), Ray Pelletier (Northfield)

The meeting was brought to order by Chuck Burt at 6:47 PM.

* - Action Items

1. Additions or Changes to the Agenda
 - a. Acceptance of Minutes from January 28, 2020 meeting
2. Acceptance of Minutes from January 28, 2020 meeting
 - a. Motion by Jeremy Matt. Seconded by David Healy. Passed unanimously.
3. Public comment
 - a. No public comment
4. Review of Survey Announcement
 - a. Chuck to distribute FPF language to Delegates along with pleas to complete surveys if not already done. *
 - b. David will discuss working with Andrew Nemethy to draft a Press Release *
5. Next Steps on Loan/Gift Campaign - Chuck reviewed campaign plan with group. Next steps:
 - a. Chuck to follow up with all volunteers to help them execute their individual roles *
 - b. Will need some design work—since we are posting looking for Clerk and Communications Committee volunteers anyway, we can add an ask for Graphic Design. *
6. Next Steps on Clerk Campaign - Chuck reviewed language on Clerk post provided by Andrew Gilbert as modified by Chuck
 - a. Chuck to add two items: call for Communications Committee member and Graphic Designer and share back with the Committee prior to sending to Delegates for distribution. *
 - b. Chuck to tweak language specifically for print publications as John Russell volunteered to do posts in two paid publications. *
7. Other Business

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Providing Central Vermont residents, businesses, and civic institutions with universal access to a reliable, secure, locally-owned and -governed communications network able to grow to meet future community needs.

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- a. Discussion occurred about encouraging delegates to standardize separate email address for CVFiber purposes using following conventions.
 - i. Primary: cvfiber.[town]@gmail.com - E.g., cvfiber.moretown@gmail.com
 - ii. Alternate: cvfiber.[town].alt@gmail.com - E.g., cvfiber.moretown.alt@gmail.com
 - iii. Rationale: it will aid document sharing going forward (leveraging Google's tools), transition (outgoing delegates can hand account credentials to incoming delegates and preserve history) and it would greatly aid discovery if required.
 - iv. Motion by David. Seconded by Jeremy. Passed unanimously.
 - v. Chuck to bring to board for discussion *
- b. Discussed the Business Development Committee Implementation Plan provided by David Healy specifically where it had some areas of Communications Committee Overlap that needed calling out and amending prior to going to broader board.

Motion to adjourn made by Jeremy Matt at 7:25. Seconded by Andrew Gilbert. Passed Unanimously.