

Minutes
Culture, History and Governance (CHuG)
Sub-Committee
February 27, 2008

Present: Susan Brooks, Nancy Henderson, Mark Hochman, Jack MacLean, Karen Keane, Bill Stason, Peter Sugar

We addressed the following:

- Town-wide survey: Governance:
 - Bill distributed notes from the discussion of governance at the public meeting of 2/9 and a summary of results from the board/committee survey. He also distributed a first draft of possible governance recommendations for discussion by CHuG. When refined and agreed to by CHuG, the recommendations will be used during our focus groups as points of departure for discussion.
 - Bill will send the electronic version of the hand-out to us so we can comment on it and be ready to discuss it further at our next meeting. It was also agreed that comments should be passed around ahead of time via e-mail to facilitate the process.
 - Once finalized, we will then send out the information to the various boards to set up the focus groups.
 - PS still has to talk with Tim to establish the format for the staff focus group.
- Board Survey:
 - Of the sixty responses we received, many were quite insightful.
 - We agreed that we will do the data entry ourselves: Nancy volunteered and will work with Bill on this.
 - We will still try to get funded for the analysis.
- Survey costs: SC still is being resistive but there now has been some movement. PS is working with the SC and we hope to have resolved the issues by the end of the week. Jack pointed out that in the CHuG commentary on the RFP, we suggested a two phase approach and also included surveys as part of the public outreach. PS to follow up with the Town.
- Cultural and Historic Assets:
 - We are very close to having completed re-writing the interviews into a consistent format. We may have to conduct additional one-on-one interviews to get a better handle on some of the common threads as to town-institution cooperation and assistance to each other - an interview was suggested for example with Audubon (a one-on-one conversation in institutions would also likely yield better results than a focus group – where a large attendance may stop some people from speaking up).
 - The institutions break down into two main types: large land-based organizations and service organizations: we probably need to treat them separately.
 - Jack will do some thinking on these issues and work with Karen: they will probably be able to report on the cultural assets by next week, while the historical part could take longer. On the latter we also need to involve the Historic Commission.
- Working Papers:
 - COG intends to have the C&H part to us by 14 March, and the Governance by 25 April.
 - We continue to be concerned that such papers are being prepared without any actual input from us (notwithstanding that COG gets all our materials – minutes, etc. – as these are published).
 - In order for the papers really to represent our views, there needs to be active dialog and thus PS will call Judy to try to set up a meeting with her ASAP (otherwise the belief is that we will get nothing but a boiler plate paper).

Next meeting: 7:30 AM on 5 March, 2008 – **at the Library.**