

Minutes
Culture, History and Governance (CHuG)
Sub-Committee
March 28, 2007

Present: Susan Brooks, Paul Giese, Mark Hochman, Sarah Holden, Karen Keane, Jack MacLean, Bill Stason, Harriet Todd, Peter Sugar

We discussed the following:

- We welcomed two new members: Jack MacLean and Bill Stason
- Nancy Marshall and Gina Halstead have declined to join our committee. We are going to approach Anne Doyle and Nancy Henderson
- Karen distributed a combined list of Organizations – gathered from our joint input. We are continuing to edit the list and have found some potential additions and also some corrections
- We discussed the advisability of having one representative from each of the five subcommittees be a part of the Steering Committee. Sarah will be our representative (she will take up the matter with the Committee)
- It was also considered a good idea for us to see the minutes of the meetings of the other sub-committees – these could be distributed electronically
- We should begin to assemble some of our materials on our book-shelf. These could start with some of the original papers (from our inception); our minutes should also be placed here (Susan Brooks will follow up)
- Re: the list of organizations, there were some groups in Lincoln who are now defunct – e.g. the Lincoln League of Women Voters and the Lincoln Players. The reasons for their demise may be different. It may be that some of these groups needed a critical mass and this may no longer exist – partly being taken over by regional groups – e.g. the Concord Players for the Lincoln Players
- We began discussions of how to approach similar groups in other towns to discover their methodology in the way they created their reports/MP. We still believe that Concord has one of the better reports; we shall also look for one other town – which need not necessarily be our neighbor (follow-up to be made through contacts we have with some planners – at MIT or elsewhere: e.g. our own Mark Whitehead). We should actively read the reports of other towns. Our choice should be towns where volunteer committees rather than a consultant prepared the report.
- We might split into several sub-groups and have 2-3 persons approach these towns/their subcommittees to obtain better information
- How far does public policy impact the work of various organizations – note that in some instances it does this not at all. In general, public policy impact needs to be contained/constrained
- In order for us to get good information, we need to frame our questions well: we will develop a good questionnaire before in fact beginning this work
- We wondered whether we should split into two groups – cultural-historical resources and governance. It was agreed that while we may do this at a later date, for the moment we will stick together

- We need to define/refine our mission statement: earlier drafts exist and these should be studied and appropriately improved. This needs to be done before we begin the interviewing process. (We also agreed that the questionnaire for the interviewing process should be developed as a first priority before we develop the background/data sheets for the various Lincoln organizations – see below.)
- We discussed our need for a website – where all information could reside. We (Susan Brooks and Mark H.) will contact Chuck Miller to get some guidance. We agreed that this site may have several layers, accessed through passwords. There needs to be a gate-keeper in order that information, once entered, is not arbitrarily or accidentally deleted. (There also is the question as to which software we should use.) We should work hard to get the website going – it should also be linked to the work of CLRPC
- We agreed that the MP, once developed should be continuously updated – become a living document - rather than just sit on the shelf and be forgotten: we need to make it last!
- The next task: Harriet will put together a set of questions, which she will e-mail to us and which we can then edit, amend, etc. The points (more of an overview) should cover such topics as:
 - mission statement
 - methodology
 - physical assets
 - budget/costs
 - usefulness
 - use of consultants
 - implementation

Next meetings: April 4, '07 and April 18, '07 at 7:30 AM in the 'Auditors' Room (we are skipping the 4/11 meeting)