

Minutes
Culture, History and Governance (CHuG)
Sub-Committee
September 19, 2007

Present: Paul Giese, Mark Hochman, Karen Keane, Peter Sugar

Several members were absent as they had conflicting schedules. PS chaired the meeting. We discussed the following:

- We reviewed the last Steering Committee meeting - see separate minutes. We pointed out that there is now a signed contract with COG. Judi Barrett will be making the rounds with the various CLRP subcommittees in the near future. She is scheduled to meet with CHuG on 3 October at 8:00 AM (we may still start our meeting ahead of her arrival at 7:30 AM) We will collect the most crucial documents CHuG has prepared to date (mission statement, etc.) and get these to her prior to the meeting. (The CHuG chair will be the sole communicator with Judi)
- We also discussed the slight extension of the schedule and the likelihood that the SOTT meeting will not take place until early next year. Paul still would like to have the SOTT occur in November, if for no other reason than to provide background to the Town (to be discussed further)
- We looked at the revised Asset list and at the interviews to date. The list is continuing to evolve and it was agreed that under the column 'Interview Date', we should also list the interviewers.
- The Asset list is also slightly confusing as it lists separately objects/buildings and organizations. It would be preferable to have the list of organizations and then under them list those objects/buildings which come under their purview. Paul is going to meet with Karen and try to make some appropriate revisions/consolidations
- We discussed the importance of having more than one person present at an interview, both on our side as well as the side of the organization, for balance and objectivity. This will be our policy unless there are extenuating or insurmountable circumstances.
- We must also ensure – to be controlled by the lead interviewer – not to exhibit any hostility in the interviews, trying to elicit the best information in an open and friendly discussion. We felt we should not accept pre-prepared answers to our questions; rather we should encourage ideas and creativity through open discussion
- From the interviews we'll progress to focus groups (and maybe surveys) which should be more creative in developing ideas for the plan - by dint of the interactivity and synergy of the focus group discussions.
- We also need to request documents from the various organizations to support our effort.
- We agreed further to prepare some specific questions to stimulate interviewee creativity. In addition, we want to send out surveys to get the point of view of the average citizen Paul, Mark, Bill and Peter will meet at 3:00 PM Sunday 9/23 at the Sugars to work on these points
- The overall schedule is tight – it is our hope to complete the interviews by or near the end of the year. While initially our investigations will focus on culture and history, we will naturally come up with many ideas pertaining to governance, which will be duly noted. Eventually, the process will inevitably shift more to the area of governance. Our objective will be to give equal weight to the three areas (culture,

history and governance) until the importance and priority of the ideas determine where we should concentrate.

- Paul then announced he will have to withdraw from the Chair of the CHG SubCom, so that he can concentrate more on his FinCom Liaison responsibility to CLRP (and other town governance responsibilities). He will, however continue to work with and contribute to the CHuG effort. Paul suggested that CHuG might continue as it had through the summer, with Bill and Peter sharing the leadership. As there were only a few present at this meeting, we agreed to discuss and decide this at our next meeting, hopefully with a larger attendance!)

Next meeting: September 26 at 7:30 AM