

Minutes
Culture, History and Governance (CHuG)
Sub-Committee
November 14, 2007

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

We discussed the following:

- We reviewed the status of the C&H interviews:
 - LEAP: we are still waiting for LEAP to name two of its people for the interview
 - Churches: interview set for St. Anne's for 11/15; First Parish has been postponed until early in January due to some schedule conflicts
 - MMNHP: interview is set for 11/19
 - Thoreau: call has been made: we are waiting for a response
 - C of A: interview set for 12/4
 - Garden Club: interview and write are complete
- SC Meeting of 11/13: here are the salient points:
 - Work plans: some were policy oriented (LuED); some concentrated on tasks (CHuG); Service and Facilities somewhat in between; others: not yet ready. It was pointed out that if we were to take our plans to conclusion, the results would be inconsistent.
 - It is critical for a MP to focus on policies for the Town – follow-up action can occur as part of the implementation to ensure that we have adequate time and effort available from our volunteers
 - COG indicated that, in accordance with their contract, they are working hard to produce the working papers – and yet this is not necessarily the best way to go: it would be much preferred if the subcoms could complete their Goals and Policy statements and then go to the public meeting of 2/2 for presentation, with the working papers following thereafter. This approach was approved by the SC
 - It also resulted in an agreement that the subcoms would concentrate on 'Goals and Policies' and have this ready by early in January
 - Next SC meeting: 11/27 – with some of the discussion intended to focus on the survey CHuG wishes to conduct - with input as appropriate from the subcoms
 - PS handed out a draft summary of Goals and Objectives - as collected from past statements and writings we worked on – it was requested that we read this with care and make commentary in order that we would then be ready for a full-blown discussion at our next meeting on 11/28
- Board/Committee questionnaire:
 - Paul had agreed to provide a list of appx. 150 people – past and present members whom we would approach with the questionnaire. The latter is almost ready – with some minor edits (feedback has been received from a few test individuals) - and it is hoped to send it out by the end of this week. A cover letter will be added.
 - Susan Brooks will assist with the mailing including costs
 - The collection point will be HT or BS. Data entry will be handled through Bill and his students, and will occur early in January

- Survey: there was extensive discussion including:
 - What to do about multiple household members - we will not code the surveys and we are hopeful that more than one member of a household will respond (we may mail two copies of the survey to each household)
 - The introduction needs to be revised, and made brief and more precise (there will also be a separate cover letter)
 - The letter ought to be signed by the chair of CLRPC (Ken Hurd)
 - Schools should be included in the discussion – if for no other reason that they take up a large part of the town’s budget. (Note: there are three schools: K-8, LSRHS and Minuteman)
 - We need to include questions relating to the media: the papers, town reports, etc.
 - We might title the survey something like: ‘Planning for a better Lincoln’
 - We felt that we are still on schedule with the survey: send to subcom chairs for their input, test the document on some individuals, mail and have it returned by early January, data enter and draw some preliminary conclusions in order that we may then be able to discuss the results at the public meeting of 2/2

Next meeting: 7:30 AM on 28 November (note: there will be **no** meeting on 21 November)