

**IDEA Initiative  
Public Meeting via Zoom  
Wednesday, May 26, 2021; 4:00pm**  
<https://zoom.us/j/95502834166?pwd=aEwydU4xRVZHYkdNcldZOGdIZk1iQT09>  
**Meeting ID: 955 0283 4166; Passcode: 273748; Dial in: +1 646 876 9923 US (New York)**

**Present:** Gray Birchby; Jennifer Glass; Jen James; Russell Kramp; Margaret McLaughlin; Abbey Salon; Deborah Wallace; Ian Spencer, liaison, Public Safety; Susan Taylor, liaison, School Committee; Abigail Butt, ex officio; Tim Higgins, ex officio.

**Absent:** Margit Griffith; Carole Casper, liaison, Food Project; Becky McFall, Superintendent Lincoln Public Schools.

**Welcome:** Jennifer Glass welcomed everyone and noted that the meeting was being held virtually in accordance with Governor Baker's emergency order of March 12, 2020. She gave a land acknowledgement.

Ms. Glass said that the music that was playing as the meeting started was intended as a way to introduce herself and she shared her connection to the music. Other members were invited to share musical connections by way of introducing themselves to each other.

**Group Norms:** Ms. Glass shared a set of group norms that had been used during the CARAT training. There was discussion about whether this was a sufficient list. It covered essential group interactions but did not go into detail about how to frame more difficult conversations. Several members referenced frequently used sets of cross-cultural conversation norms. After discussion, the group decided to make this an agenda item for the next meeting. Members will be encouraged to share group norms they have used in other situations.

**Review Charge:** The charge, as written, gives the group a lot of discretion about how to map its work. Tim Higgins noted that the ultimate charge is to try to understand the views and needs of the current community and to recommend a structure and action plan for the next iteration of the IDEA Initiative. This will be presented to the town at the March 2022 Annual Town Meeting.

**Open Discussion about First Steps:** The members agreed that building community, trust and capacity within the group should be the first step before an intensive effort to welcome in and communicate with the wider community. Jen James suggested that the next meeting could be focused on getting to know each other and on a discussion about group norms.

The group also thought that it might be beneficial to hire an outside consultant to provide training. Perhaps there could be a sub-committee to research possible candidates and plan the process.

#### **Administrative Framework for the Initiative**

- **Review of Open Meeting Law:** Ms. Glass reviewed key tenets of OML, focusing on allowable communications and on the requirement for all deliberations to be done in publicly posted meetings. There was discussion about whether the group could go through training with a consultant outside of a posted meeting. Mr. Higgins said that the members could receive

training and education together in a non-public setting, but any resulting goal setting or decision-making would need to occur in open session.

- **Appointing Chair(s) and Recording Secretary:** Ms. Glass offered to be an administrative chair, taking care of scheduling meetings and posting agendas. Ms. James offered to help plan the content of the next meeting in conjunction with Ms. Glass. After some discussion, it was agreed that for now members might take turns planning the content of the meetings.
  - The members also decided to take turns taking minutes.
- **Meeting Schedule:** The group is going to try to meet every 2 weeks or so for the next several months to establish momentum. Ms. Glass said she would send out a Doodle poll to schedule the next meeting.

**Adjournment:** The meeting was adjourned at 5:32pm.

Minutes respectfully submitted by Jennifer Glass