

MINUTES FOR THE WEEKLY MEETING OF THE COMMUNITY PARTICIPATION TEAM (CPT) ON THURSDAY, FEBRUARY 28, 2008 AT 4 PM IN BUILDING A CONFERENCE ROOM.

| PARTICIPANTS: | <u>Staff</u> | <u>CPT Members</u> | <u>Absent CPT Members</u> |
|----------------------|-------------------|-----------------------------|---------------------------|
| | Tammy Rosario | Bob Keith | Tony Obadal |
| | Melissa Brown | Bill Spaller | Susan Sullivan-Tubach |
| | Jason Purse | Reese Peck | Charlotte Hubbard Jones |
| | Leanne Reidenbach | Vaughn Poller | Tom Fitzpatrick |
| | Jess Mackow | Rich Krapf | |
| | Renee Dallman | Marilyn Taylor | |
| | Terry Costello | Joe Sell (proxy Mr. Obadal) | |
| | Christy Parrish | | |

- ◆ Mr. Keith suggested indicating in the minutes which member is a proxy and for whom. Mr. Spaller made a motion to approve the minutes with a second from Mr. Krapf. In a unanimous voice vote, the minutes were approved.
- ◆ Ms. Reidenbach stated that the website is updated with all of the current information including the dates of the Community Conversations. She stated this information will also be in the FYI newsletters, on the media crawls on Channel 48, and various other publications. She also noted that Tom filmed a segment for TV48's FYI that will begin airing in April and emphasized the importance that CPT members continue to spread the word.
- ◆ Mr. Keith suggested contacting the local theatre that has advertisement slides before their showings. He stated he has attempted to contact Mr. Patrick Golden at the Williamsburg Regional Library to get more information about including slides at future library events.
- ◆ Ms. Dallman stated she is gathering information on the New Town Movie Theatre regarding their advertisement.
- ◆ Ms. Parrish listed those sites that were targeted as those for listening stations. She encouraged members for suggestions and additional locations.
- ◆ Ms. Reidenbach displayed the flyer and asked for feedback for ad content. Members made several suggestions and Ms. Reidenbach stated she would make the suggested changes and have the graphic designer format it by March 14.
- ◆ Ms. Reidenbach distributed the trifold brochure that is ready for distribution. Members volunteered for distributing to sites that were listed. It was also suggested to distribute at clubhouses/community centers that are located in some of the large subdivisions throughout the County.
- ◆ Mr. Poller suggested creating a map of distribution sites to ensure that all areas are covered. He also suggested working with Neighborhood Connections and Homeowner's Associations to keep literature in their common area.
- ◆ Ms. Parrish distributed the JCC 102 condensed presentation "in a box" for members to have in the event they are called upon to speak.

- ◆ Mr. Spaller stated Governor's Grove Homeowner's Association is having a meeting on March 16th and he would like to have someone from the committee speak. Mr. Poller volunteered.
- ◆ Ms. Dallman then gave a short training session on how to give a presentation. Committee members also gave feedback on giving presentations.
- ◆ Ms. Parrish noted that information on setting up the projector and laptop would be provided in the case and staff is available for questions prior to the speaker's event.
- ◆ Mr. Keith asked about the number of people viewing the website.
- ◆ Ms. Reidenbach stated that four comment cards have been received, and that 238 unique visitors have viewed the website, and that individuals are spending twice as long as the Comp Plan website in relation to the James City County website.
- ◆ It was also suggested to list on the front page of the Comp Plan site the upcoming events.
- ◆ There being no further business the meeting was adjourned at 5:10 p.m. Ms. Taylor made a motion to adjourn with a second from Mr. Krapf.

Vaughn Poller, Chairperson