

Henniker Community Profile Steering Committee Meeting Minutes – November 10, 2008

Final Minutes

Distribution/Attendance:

Name:	Committee(s):	Attended	Town Affiliation
Lia Houk	Invitations		Recycling
Stephanie LaVallee			Cons Comm
Jim Doremus			White Birch
Ed Miner	Small Group Disc. Leader	X	PB
Jim Crane	Regist., Site Logis., Food, Childcare/Transp.	X	SAU
Chad Carter	Invitations	X	Citizen
Lori Runksmeier	Publicity/Marketing	X	NEC
Jim O'Rourke	Invitations	X	Athletics
Sadie Puglisi		X	UNHCE
Thom Linehan			UNHCE
Martha Sunderland	Treasurer	X	Cons Comm
Cheryl Morse	Food		Selectmen
Amanda Gilman	Chair	X	Solid Waste
Margaret Murphy-Fellows			PTA
Jenn McCart			Citizen
Jon Evans			Historic District
Chip Sullivan			Citizen
Joe Morette			Citizen
Steve Connor			Road Mgmt.
Susan Murray			Citizen
Rebecca Werner Maccini			Citizen
Sheila Mitchell			
Paul Baker			
Laura Scott			Planner
Michele Gagne		X	UNHCE

Agenda:

1. Call to order at 6:30 p.m.
 2. General Business including: Review of Checklist and Timeline; Distribution of assignments & responsibilities; Development of Timeline (schedule Profile event, facilitator training, future meetings)
 3. Selection of Next Meeting Date: December 8, 2008 @ 6:30pm at Grange Hall
 4. Adjourn
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Group assigned chair and heads of subcommittees, which includes the following:

Chair: Amanda Gilman
Treasurer: Martha Sunderland
Secretary: to be assigned at Dec 8 meeting (Michele Gagne took minutes for tonite's meeting)
Invitations: Lia Houk, Jim O'Rourke, Chad Carter
Publicity: Lori Runksmeier
Registration: Jim Crane
Site Logistics: Jim Crane
Food: Cheryl Morse, Jim Crane
Facilitator/Recorder Training: Ed Miner
Childcare/Transportation: Jim Crane (will work with Jon Evans)
Photographer: will be assigned closer to event

Discussion took place to ensure those who came to kick-off meeting October 20th are on the email list and participate in the steering committee. Michele will email minutes to all who came to Oct 20 meeting encouraging all to come to next meeting on December 8th 6:30-8:00pm at Grange Hall. Others in community will be pulled in as needed to assist with subcommittee work.

The group discussed date for Profile event and decided their first choice was **April 3-4** (Friday night and Saturday until around 2pm) with the back up date of April 17-18. Feedback will be solicited to determine conflicts with first choice date and Jim will find out if school is available to be used for those dates.

The group also discussed who should be invited to the forum itself and it was determined "anyone who has a stake in the town of Henniker" should be invited, which includes residents, business owners, NEC and Pat's Peak.

Amanda and Martha will be working on submitting a budget for this Saturday (Nov 15) with the Board of Selectmen for the Community Profile invitations, marketing and food. Michele spoke with Laura Scott who indicated the Planning Board would cover the cost of an ad in The Villager as part of their budget for marketing.

Next steps/homework for group:

Gather names of broad cross section of residents to include in initial marketing of event to ensure a diverse group attends/participates in forum. This group includes:

Politically/socially liberal	Professionals	Students
Politically/socially conservative	School reps/administration	Police
Seasonal residents	School janitor	Clergy
Newcomers	Chamber of Commerce	Disabled
Long-time residents	Major town industry	Ethnic

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Suburban dwellers	Business owners	Legislators
Youth advocates	Town employees	Land owners
Mature people	Clubs & organizations	Renters
Town officials	Recreation department	Librarian
Low income	Conservation commission	Media types
Single parents	Service organizations	Postmaster/mistress
Dual parents	Medical/health field	Geographic diversity
State Representatives	State Senator	County Commissioners

All committee members will submit this list to Michele Gagne (michele.gagne@unh.edu) by **December 5th**. The information collected will be compiled by Michele and brought in summary form to next meeting to share with group to determine marketing strategies.

Next meeting dates:

Monday December 8th 6:30-8pm at the Grange Hall

Monday January 12th 6:30-8pm at the Grange Hall

Monday February 9th 6:30-8pm at the Grange Hall

Monday March 9th 6:30-8pm at the Grange Hall

There may be other meetings added as the April event comes closer, depending upon needs.