

## Minutes of Xtown Communications Cmtee 12/17/14

Attending: Brian Collins, Dan Horowitz, Steve Huntington and Ilene Wilder

### Action Steps:

Steve: Load the web skeleton by Mon Dec 22.

Prepare draft of 1<sup>st</sup> bulletin by Fri Jan 9.

Ilene: Attempt to get an intern

Brian: Look at web to get emails for officers. Dan will help.

#### I. Website;

We should fill in the content for the skeleton website created by Travis. The gaps are:

About PCC

Cmtee updates

Delegates

Z & Land Use

Bylaws

Schools

Tax & City Finance

SLAPP

## II. Two Outreach Vehicles – Bulletins & Newsltr

- A. Bulletin – Used to reach delegates and officers about topical issues that arise from time to time. Currently, we only have emails for delegates who sometimes do not relay the info to board or officers so we shd attempt to get a list of officers. Brian will go on the web and try and discover emails for officers. Dan offered to give a hand.
  
- B. Newsltr – This shd go out quarterly to all delegates AND bd members of associations. We hope to get the first one out before the next bd meeting which is Mon Jan 26. Steve undertook to circulate a draft by Jan 9 for cmtee to review.
  - 1. Report on Schools Cmtee: The two co chairs of this cmtee are too busy to report on their activities. Ilene agreed to join the cmtee to prepare reports on their activities.
  
  - 2. Search for Intern: Ilene will try and find an intern, perhaps at Temple, to help with writing. Dan will explore any contacts he has.

3. Other Committee Reports: Joe Schiavo can update on Zoning. Tanner Rouse can update on SLAPP. Tax and Finance has done little other than the \$5 veh transfer ordinance.