

Minutes are considered "DRAFT" until approved at next meeting.

Minutes
Farmington High School Building Committee Communication Subcommittee
Wednesday, December 4, 2019
9:15am
Town Hall Conference Room

Attendees:

Kathy Greider
Kat Krajewski
Ellen Siuta
Beth Kintner
Mark Garilli
Sharon Mazzochi
Scott Hurwitz
Meg Guerrera
Devon Aldave
Kara Gruss
Marcus Fairbrother

A. Call to Order

The meeting was called to order at 9:16 A.M.

B. Approval of the Minutes from the November 13, 2019 FHS Building Committee Communication Subcommittee

Upon a motion made and seconded (Siuta/Mazzochi) it was unanimously VOTED: to approve the November 13th minutes.

C. New Business

1. Approval of meeting dates for January 2020 through June 2020

Upon a motion made and seconded (Siuta/Mazzochi) it was unanimously VOTED: to approve the meeting dates for January 2020 through June 2020.

The meeting schedule for January- June 2020 is recorded with these minutes as Attachment A.

D. Subcommittee Updates

1. Video Tour

The subcommittee watched a video tour that was created for the previous building committee. The subcommittee felt that much of the content was still relevant. Suggestions included editing or breaking up the tour to make it more social media friendly. The video should also be reviewed to ensure that the information is accurate.

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The subcommittee watched an informational video featuring FHS teachers discussing Limited Educational Programming due to the FHS facility. The video shows B-roll footage of the issues that are being discussed. A similar video is being finalized regarding Safety and Security issues explained by the School Resource Officer. A student is also creating a video based on her experiences at the facility.

It was suggested that these videos for audience members before public events, if the venue is equipped to do so.

2. Scheduling FHS Building Members (community events)

Events have been added to the sign-up sheet, including winter concerts and FHS basketball games.

The subcommittee will reach out to Geoff Porter regarding the recreational basketball schedule.

A reminder email will be sent to FHS Building Committee members every two weeks to encourage them to sign up for events.

3. Banners and Posters for Schools and Community/Business Spaces

Kat Krajewski informed the committee that she updated the banner design based on the feedback from last meeting. A copy of the latest banner design is recorded with these minutes as Attachment B.

The subcommittee recommended adding the FHSBC logo to the One Pager and putting the One Pager on card stock. This can be placed in high traffic areas such as pickup areas at schools.

Kathy Greider will talk to school principals to see if the banner can be placed in programs at school events.

4. Other Updates

Kathy Greider discussed sending out a town-wide newsletter with a target date of early February. The subcommittee feels that this will be a good time for outreach because all of the conceptual options will be completed at that point. The newsletter will feature a map that shows towns in Connecticut that have recently completed school projects. The newsletter will also include side by side photo comparisons of FHS and recently renovated schools.

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The subcommittee discussed potentially conducting a survey in May, once an option has been selected. The subcommittee will plan their communication work based on the feedback from the survey.

The next Chair Report will include "Key Dates" of important upcoming meetings, including architect presentations.

After one option has been selected, the subcommittee will look to create new videos featuring different community groups/stakeholders.

E. Adjourn

Upon a motion made and seconded (Siuta/Mazzochi) it was unanimously VOTED: to adjourn the meeting at 10:27 A.M.

Respectfully Submitted,

Devon Aldave
FHS Building Committee Intern

Farmington High School Building Committee
Communications Subcommittee
Meeting Schedule
January- June 2020
9:15 am

Friday, January 10

Thursday, January 23

Tuesday, February 11

Wednesday, February 26

Wednesday, March 11

Wednesday, March 25

Wednesday, April 8

Wednesday, April 22

Wednesday, May 13

Wednesday, May 27

Wednesday, June 10

Wednesday, June 24



Farmington High School Building Committee

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