

## VOTER INFORMATION COMMITTEE

### Minutes

Brooks Free Library, 739 Main Street

Wednesday, October 23, 2019

5:00 pm

Approved 11/21/2019

- I. CALL TO ORDER: Ms. Joyce called the meeting to order at 5:01 pm. In attendance were Ms. Rose, Ms. Groswald and Ms. Milan. There were no absences.
- II. PUBLIC COMMENT: There was no public comment at this meeting.
- III. OLD BUSINESS
  1. Approve Minutes: Ms. Rose made a motion to approve the minutes of September 25, 2019. Ms. Groswald seconded and the motion passed unanimously.
  2. VIC Vacancy Recruiting: The committee discussed using the Civic Learning Series as a recruitment opportunity for all Boards. This would replace the Committee recruiting events that have taken place in the past.
  3. Civic Engagement Programing with BFL
    - a. Grouping departments- After a review of the town organization chart, a discussion was held regarding how to group departments for joint presentation.
    - b. Schedule- The committee had a discussion about the timing of planned events and confirmed that the room has been secured for the Civic Learning series.
    - c. Draft outline of series- A draft outline of the series including what questions or topics each event should address was created.
    - d. Engaging Department Heads- A brief discussion of how to engage department heads was held and it was decided that library staff could approach each department to initiate a conversation around availability.
- IV. NEW BUSINESS
  1. Standard VIC programing- The committee reviewed the schedule of events and discussed the timing in relation to the town calendar. The warrant is ready on April 17, 2020 and town meeting is scheduled to begin on May 4, 2020. It was decided that Chair Joyce would reach out to book the rooms for the following events.
    - a. Financial State of Harwich
    - b. Town Meeting Articles: Warrant review.
    - c. Candidates Forum- Two setas on the Select board are up this year so there is the possibility of a contested race.

V. OTHER - There was no other business.

VI. ADJOURN: There being no other business Ms. Groswald made a motion to adjourn, Ms. Milan seconded. Ms. Joyce adjourned the meeting at 6:06 pm

Respectfully Submitted,

A handwritten signature in blue ink, appearing to read "Emily Milan". The signature is fluid and cursive, with a prominent initial "E" and "M".

Emily Milan  
Clerk