

## Community Relations Committee Meeting

April 3, 2019

7:00 p.m. – Town Hall

The meeting was called to order at 7:06 p.m. in the Town Hall.

Members Present: Wicca Davidson (Acting Chair), Julie Stanish, Maryanne Courtney, Michele Marston, Emily Helms Williams, Anne deFontnouvelle, Cathy Wolf, Aki Peritz, Sheila Lieber, Julia Bellinger, Marjorie Shaw, Quynh Tran

### General Business

- The minutes of the March 2019 meeting were presented and approved by the Committee. A motion to approve the minutes was made by Cathy and seconded by Aki.

### Old Business

#### Events and Community Service:

- Knitting Group – Marjorie that the group is small but continuing to meet. The group will meet near the beginning of the month going forward to allow for advertisement in the Forecast.
- Progressive Dinner – Michele reported that 93 people have signed up. There will be 9-10 hosts for dinner. Emily (from the office) is confirming RSVPs. Wicca volunteered to cook. Cathy noted that help will be needed with logistics at the start of the event, and Wicca volunteered to assist. The group discussed whether a map or directions might be needed, as well as logistics for purchasing cases of wine for the host houses. The Centennial Committee will be providing food and beverages for the opening reception.
- Cooking Contest – Wicca reported that the event was fun and well attended. One of the judges did not show up, so Cecily Baskir stepped in to judge. The winners in various category included French bread, jalapeño biscuits, and lemon loaf. The room was full of contestants and attendees.
- Discussions and Desserts – Marc Howard spoke on Thursday, March 14. About 30-35 people attended the event, most of whom RSVP'd the day before. Marc was a great speaker, although the old AV system (which has since been replaced) made the audio challenging. The audience was very engaged.
- Rye Tasting – Wicca reported that the Rye Tasting, held on March 24, was fun and went well. Quynh reported that 45 people RSVP'd, and 41 attended. Survey results and photos were circulated. 30 surveys were completed. Most people heard about the event through word of mouth, the Forecast, list serv, and Town Crier. We need to make the water cooler more visible since some asked that water be offered. A wide variety of events were suggested in the survey forms. Quynh described logistics of circulating the Google link for future events. The attendees at the Rye Tasting were mixed in gender and skewed older. Many attendees had not previously attended Town events. The group discussed posting pictures on the Town residents Facebook page.
- Spring Festival – Wicca reported that the event will be on June 1. The Lawton Center handles logistics for most of the event, including a moon bounce and face painter. We rent chairs and hire a musician to play outside. We've hired a henna artist in the past. We will need 2-3 people to help at the event. We also need someone to organize at least two food trucks. Quynh volunteered. Wicca suggested checking the Moco Food Trucks website to find licensed trucks.
- Rockville Band – Julie reported that the event will be on Sunday, June 9, and the band will play for an hour. Holy Crepes will be providing food for the event. Their licensing is in process. The group discussed logistics, including ice cream or shaved ice. Julia will contact potential shaved ice vendors. Julie will confirm start time for the event with the band. We will need to set up chairs from the Lawton Center.

### Communications:

- The group discussed future communication needs, including a possible bulletin board or live tweeting about Town Council meetings.

- When there are events at the Town Hall, upcoming events could be advertised on the bulletin board. We might also consider a recorded message at the Town Office.
- The group suggested leveraging existing communications, possibly with circulation of a more regular, standardized schedule of events, or tweeting a PDF of upcoming events. The Committee will continue to consider communication vehicles as technologies evolve. Quynh will set up a Town of Chevy Chase Instagram account.
- The group also discussed asking participants to take and post pictures at events, with hashtags.

### New Business

#### Events and Community Service:

- Seriously Fun Singers – Wicca reported that the event is scheduled for Sunday, May 5, from 4-6 p.m. Volunteers are needed to set up the room for the event. Shelia and Barbara will be available to help with the event. Anne also volunteered. Volunteers need to arrive by 3:30 p.m.
- Music Jam Session – Wicca has been coordinating with Jim Mich on a potential event, but it's not clear if there will be enough musicians. Details are still to be determined.
- Planning Discussion for Future – The Committee discussed the upcoming schedule of events, and whether any additional events are needed. The consensus of the group was that we have a sufficient number of events planned for now.
- Fourth of July – Aki reported on discussions with Judy McGuire on possible donations of reusable water bottles to be washed and reused at events. The group acknowledged the desire to be mindful of resources, including the use of water and energy to wash the bottles, and discussed various challenges and concerns that could be posed by that practice. Aki will discuss further with Judy and will be coordinating with the Advisory Board on Single-Use Plastics on recycling and composting for the Fourth of July event. Aki is also working with Monique Shimm on vegan options for the event and reported that they have made significant progress on that point. The group discussed other logistics, including a possible group photo, raffle, or some other event to mark the end of the festivities.

#### Communications:

- There was no further discussion of communications beyond that discussed in the “Old Business” portion of the meeting.

### Other Business

- Welcome Bags – Michele circulated notes for the Committee to complete for Welcome Bags that will be kept in the Town Office. Committee members should drop their completed notes off at the office.

The meeting was adjourned at 8:25 p.m. Maryanne moved to adjourn the meeting, and Michele seconded the motion.

Respectfully submitted,

Emily Helms Williams