

## Washington County: One Community

### Meetings Minutes

### Communications Team

### Thursday July 12, 2007 - Machias Town Office

Attendance: Judy East, Rick Tanney, Mary Ann Hayes, Jill Peterson, Jean Gaudet, Chris Roberts.

1. Reviewed survey and decided on several small changes – have unorganized townships as a write in, add URL to the contact information, and discussed the option of two stapled 8X11 sheets as apposed to an 8X16 folded which will have to be cut. Jill agreed to contact Calais Press for price differences.
2. Review of newsletter with several major corrections needed. Jean offered her journalism expertise to assist in editing stories and correcting format.
  - Invitation needed to be included for public participation
  - Quality of Life Survey Enclosed written on cover page
  - Include article for description of purpose of survey – sharing success stories, improve the quality of life, and direction of future development.
  - An article of the vision/mission of the Washington County: One Community program.
  - Edit of county commissioners positive endorsement
  - Photos needed for the WC Getting Wired (Judy)and the Heather Perry (Jill) stories
  - Heather Perry story needs to be based more on the Incubator Without Walls program and less of a personal story. Jill is to ask Keith to edit that story.
  - Contact information printed onto newsletter – address, phone, e-mail address, and web-site.
3. Jill to get information to Jean on meeting to be held at Linda's Friday July 20.
4. Next steps include press release for the newsletter to match the timing and content of the newsletter/survey.
5. Next Communication meeting set for August 14 @ 11-1 at Machias Town Office.