



**CLG Meeting Notes (draft)**  
**Oct. 9th, 2008 7 pm - 9 pm**  
**Old Moores Building, Penhorn**

<b>Purpose:</b> Guiding Principles & Engagement Techniques		
<b>Present:</b> William, Charles, Mary Joe, Carolyn, Marilyn, Sarah, Kasia, Maria		
<b>Regrets:</b> Patrick, Phyllis, Peter, Deidre		
<b>Agenda item</b>	<b>Notes</b>	<b>Actions</b>
1. Review of Agenda	<ul style="list-style-type: none"> <li>• Approved</li> </ul>	
2. Review of Oct 2 meeting notes	<ul style="list-style-type: none"> <li>• Approved</li> </ul>	
3. Introduction of Sofie Adolfsen Jorby	<ul style="list-style-type: none"> <li>• Sofie is working here for 4 months and is interested in learning more about the community engagement process</li> </ul>	
4. Completion of Project Planning & Assignment of Tasks	<ul style="list-style-type: none"> <li>• Project timeline was laid out</li> <li>• Agreed that initial community meeting(s) should happen before Christmas (November), and 2 dates should be offered: a Saturday daytime and a Monday evening.</li> <li>• Potential sites and dates were suggested for follow-up: Nov 15<sup>th</sup>, 17<sup>th</sup>, 22<sup>nd</sup> and 29<sup>th</sup></li> <li>• Bill is away Nov 7<sup>th</sup> - 14<sup>th</sup>; Charlie is away Nov 20<sup>th</sup> - Dec 8<sup>th</sup>; Carolyn is away Oct 27<sup>th</sup> - Nov 1<sup>st</sup>.</li> <li>• Discussed how to best advertise the public meetings: community newspapers, free publications, HRM website, radio &amp; TV PSAs, posters, postcards mailed to homes in catchment area.</li> <li>• It was decided that three groups would work together to organize promote &amp; conduct the Nov. public</li> </ul>	<p>Maria &amp; Kasia to check availability of Alderney School, Holy Spirit Church, &amp; St. Clements; Bill to check Southdale School &amp; Southend Baptist Church; Charles to check Woodlawn United Church.</p> <p>Please advise of your availability for these dates.</p> <p>Maria &amp; Kasia will research how many households are in the area and the cost of mailing postcards to all.</p> <p>Please advise which group you would like to help with.</p>

<b>Purpose:</b> Guiding Principles & Engagement Techniques		
<b>Present:</b> William, Charles, Mary Joe, Carolyn, Marilyn, Sarah, Kasia, Maria		
<b>Regrets:</b> Patrick, Phyllis, Peter, Deidre		
<b>Agenda item</b>	<b>Notes</b>	<b>Actions</b>
	<p>meeting: Promotion/ Advertising (Communications Plan); Content (including community profile &amp; background); and Engagement/ Event Organization.</p> <ul style="list-style-type: none"> <li>• MJ suggested that future weekly meetings incorporate break-out time for groups to get work done.</li> <li>• We will aim to hold the 2<sup>nd</sup> public meeting, to review the draft plan, in March.</li> </ul>	<p>Maria &amp; Kasia will compile list of stakeholders.</p> <p>Bill will start Facebook group and speak with a graphic artist re: logo.</p> <p>MJ will bring a template to help the plan out work/ projects</p>
5. Community Engagement Guiding Principles <i>Mary Jo Munk</i>	<ul style="list-style-type: none"> <li>• Deferred</li> </ul>	
6. Engagement Questions and Techniques	<ul style="list-style-type: none"> <li>• An initial list of potential engagement questions was compiled.</li> </ul>	
7. FAQs	<ul style="list-style-type: none"> <li>• A list of possible FAQs was compiled.</li> </ul>	
8. Alderney School Update	<ul style="list-style-type: none"> <li>• Deferred</li> </ul>	
9. House Cleaning	<ul style="list-style-type: none"> <li>• HRM Communications Tour: tentatively scheduled for October 20<sup>th</sup>.</li> <li>• Penhorn Gravel: had to be excavated for structural reasons. Was placed in its present position to avoid run-off into lake if heavy rains occur. Bylaws allow work to begin at 7:00am.</li> <li>• Dec. 8<sup>th</sup> gathering: Potential gathering of all 3 CLG Groups. Dec. 11<sup>th</sup> might be a possibility.</li> </ul>	<p>Which dates work/ don't work for group members?</p>

<b>Purpose:</b> Guiding Principles & Engagement Techniques		
<b>Present:</b> William, Charles, Mary Joe, Carolyn, Marilyn, Sarah, Kasia, Maria <b>Regrets:</b> Patrick, Phyllis, Peter, Deidre		
<b>Agenda item</b>	<b>Notes</b>	<b>Actions</b>
	<ul style="list-style-type: none"> <li>Meetings will continue to be on Thursday evenings, with a possible switch to Mondays for Nov. &amp; Dec.</li> </ul> <p>Adjourned 9:30 pm</p>	