

STILLWATER TOWNSHIP COMMUNICATION COMMITTEE

MEETING MINUTES

September 24, 2018 – Town Hall – 7:00 PM

PRESENT: Town Board Supervisor/Chairperson Jackie Garofalo, Park Members Vanessa Barvels and Lori Meyers. Newsletter Editor Kimberly Cole. Clerk Kathy Schmoeckel and Deputy Clerk Barbara Riehle.

REGULAR MEETING

1. **AGENDA** – Moved to adopt the agenda as written. Schmoeckel/Barvels M/S/P (5 ayes)
2. **MINUTES** – Moved to approve the 05/21/18 & 6/13/18 (workshop) meeting minutes as written. Schmoeckel/Barvels M/S/P (5 ayes)

3. **NEWSLETTER** –

The following Ideas for the newsletter were discussed:

- **Feedback**- To date only positive feedback given in regards to new newsletter formatting. The committee will plan the next newsletter in 2019 around the Annual Meeting and will also be available in print copy and will be mailed by postal to residents.
- **Frequency of Newsletter** – Committee members are holding at 3x/year; Open to 4x/year if increase of content and on an “as-needed” basis.
- **Electronic mail list** – Editor Kimberly Cole reported minor adjustments to the list due to an unsubscribed and new addition changes.
- **Demographics** – Met Council produces information that may be of interest to our residents.
- **Dogs** – Reminders.
- **Alert**- An email blast and Code-Red alerts will go out. Many are in support of these types of communication. If someone prefers to not be informed in these ways they will be advised to unsubscribe.
- **Social Media** – Kimberly Cole reported that a new provider access called “Hoot Suite” is an office account to help manage accounts on social media.
- **Election** – The General Election is November 6th. Two Town Board Supervisory Seats are open as David Johnson and Lee Busse are both not seeking reelection. Seat One: Tim Sinclair and Mike McMahon. Seat Two: Bonnie Haines and Dan Loveridge. A candidate forum is planned for Tuesday, October 30th at 7PM.
- **Recycling Insert** – Supervisor Jackie Garofalo will meet with Ms. Cole separately to get this insert organized. A one-day prescription drug collection for disposal in Mahtomedi.
- **Member seats** – There are Planning Commission and Park Committee seats available. Also, the Communication Committee would like a community member at large to offer

another perspective. Anyone interested is encouraged to attend a meeting, all meetings are open to the public.

- Annual Meeting PowerPoint – Supervisor Jackie Garofalo suggests a Recycling section for reporting.
- Fall Clean-Up – Member Lori Meyers suggest a Fall Clean Up day as well as the highly successful Spring Clean Up day.
- Grecian Foxglove – Supervisor Jackie Garofalo reported. If residents need help in identifying this noxious plant they are encouraged to contact her.
- Special Story – Longtime Community Town Board Supervisor Dave Johnson. An open house is planned for December 13th from 5:30-7PM which is prior to the last Town Board meeting of 2018. Cake and beverages will be served.
- Hats/T-shirts – Available \$15 each. Contact Deputy Clerk Barbara Riehle for further details.
- Other Ideas – Discussion of ideas for future editions.

4. WEBSITE

- Website Updates/Pictures – A couple of changes and updates were suggested. Deputy Clerk Barbara Riehle will make the necessary changes.

5. OTHER BUSINESS/NEW BUSINESS

- ❖ Policies, Procedures and Reporting - Further discussion at a future meeting.
- ❖ Annual Picnic - A huge success! Many thanks to all who participated in bringing their Classic Car/Implements to display at our picnic. The Park Committee is already in the planning process for next year's event.
- ❖ Tire Recycle Event - Supervisor Jackie Garofalo reported over 200 tires were collected and hauled away by MN Mosquito Control.
- ❖ Google Analytics – Deputy Clerk Barbara Riehle will be working on prepping for the Annual meeting content.

6. NEXT MEETING – January 2019.

7. ADJOURNMENT – The meeting was adjourned at 8:20PM.

Submitted by: Deputy Clerk Barbara Riehle