

**Hooksett Community Profile  
Steering Committee Meeting  
Thursday, October 9, 2014 6:00 – 8:00 P.M.  
Town Hall**

**Welcome and Pledge of Allegiance**

**Attendance**

**Minutes of previous meeting**

**Subcommittee reports**

- ❖ **Publicity, Promotion, Invitations and Programs – Mike/Joan**
  - **Flyer and Mailer – Status and next steps – need more?**
  - **Social Media - update**
  - **Media Contacts**
    - **Media releases**
    - **Letters to Editor – schedule**
  - **Additional**
    - **Town newsletter and website – School Board link**
    - **Town Administrator’s column**
    - **Community Calendar**
    - **Connections with town organizations**
    - **School –video, flyers, bulletin boards, texts, twitter**
    - **Road signs**
  
- ❖ **Community Profile Event (refer to Screening Committee timeline and checklist)**
  - **Budget - status?**
  - **Registration - Joanne/Maura**
  - **Site logistics - Maura**
  - **Food – Todd**
  - **Business involvement – sponsorships (door prizes, raffle)**
  - **Childcare and transportation – status?**
  - **Welcome – Who?**
  - **History and Demographics presentations**
  - **Photographs and Videos**
  
- ❖ **Small Group Discussion Leaders – Sue Cagle (UNHCE)**
  - **Recruiting – updated list of facilitators and scribes**
  - **Training Oct. 27, 6:00 -8:00 – can we do food and beverages here?**

**Key dates:**

- **Steering Committee meets Oct. 16 (?) Oct. 23, and Nov. 6**
- **Nov. 7 & 8 Community Profile**
- **Next meeting with report finished Dec. 4 or Dec. 11?**