

**Hooksett Community Profile
Steering Committee Meeting
Thursday, October 23, 2014 6:00 P.M. – 8:00 P.M.
Town Hall – Town Council Chambers Room 105**

Welcome and Pledge of Allegiance

Attendance

Minutes of previous meeting

Leadership Activity- Charlene

Subcommittee reports

❖ **Publicity, Promotion, Invitations and Programs – Mike/Joan**

- **Social Media: Facebook, Twitter, Radio appearance**
- **Media / Citizen Contacts**
 - **Media releases & Letters to Editors, Town Admin**
 - **Town newsletter (in tax bills) and website links**
 - **Connections with town organizations**
 - **Publicity through the schools and stores, 2nd mailing**
 - **Road signs & banner - fix & move banner to school**
 - **Petersbrook event 10/25 – flyers distributed? - Tom**
 - **Churches / Daycares / Chamber of Commerce letter**
 - **Hooksett-ites, HYAA, GE Aviation?**
 - **November 4th election – flyers distributed?**

❖ **Community Profile Event**

- **Registration - Joanne/Maura**
- **Mosaic presentation / Demographics / Profile 2001 results**
- **Email blast reminders! – Mike/Carolyn**
- **Program – agenda from UNHCE. Print and fold - Steering Committee – include SC names, list of all donations, sponsors**
- **School site logistics - Live Stream / Texts / Twitter / Video**
- **Food – Todd -- Updated list -- Tax ID number**
- **Business contacts and sponsorships – Door prizes / raffles**
- **Status of childcare and transportation**
- **High School contacts and involvement -- Sarah/Ashley**
- **Evaluations emailed to participants Monday Nov. 10**

❖ **Small Group Discussion Leaders – Sue Cagle (UNHCE)**

- **Recruiting – updated / finalize list of facilitators & scribes**
- **Training Oct. 27, 6:00 -8:00 – Email all SGDLs reminder**
 - **encourage all Committee members to attend**

Key dates:

- **Steering Committee meets Nov. 6**
- **Nov. 7 & 8 Community Profile**
- **Next meeting with report completed – Dec. 8 or Dec. 15**

Questions/Other?