

**School Building Committee
Communication Subcommittee (SBC~CS)
Meeting Minutes**

April 25th, 2023- 7:00 pm

Medfield Town House, Warrant Committee Room also available via Zoom

PRESENT: Teresa James
 Robert Meany
 William Werner
 Carolyn Casey

ABSENT:

- 1) Meeting Opened @ 7:04**
- 2) Approval of meeting minutes for April 10th 2023**
- 3) Approval of meeting minutes for April 18th 2023**
- 4) Future meeting dates: 5/8, 5/16**
- 5) First Survey: discussion topics**
 - Length of survey: short, only taking a few minutes,
 - Timing for sending out survey: first one before the end of school year- possibly ready after May SBC meeting, another one for Medfield Day,
 - Content: how people voted, reasoning behind voting choices
 - Dissemination: possible town groups, news organizations such as Hometown Weekly and Patch, Teresa shared a previous town list of groups, link on the SBC website, link under the town's newsflash section, notice through school system, local businesses
 - How do we determine who responds and which groups did we not hear from? Add such a question to the survey.
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- 6) Edited rough draft survey.**
 - Designing and ordering of questions
 - Some answers will be checked, some will be rated by importance to respondents

- Created a list of factors that might have influenced voting: location, facility size, cost, space needs, open space, historic considerations, MSBA funding, environmental impact
- Sliding scale will be used for communicating which factors are most important for the new project. There will be a spot for “other” for respondents to add factors not listed.
- One question on how each respondent connects or doesn’t connect to the schools.
- One question about how respondents learned about the survey, and ask for input on how to increase participation.

7) Further discussion on ways to send the survey out: SBC members sharing with groups and/or friends, flyers, links on posters, town boards, town website.

8) Future topics: once the survey is out focus on a newsletter and identifying groups for sharing info with.

9) Town meeting: ideas for possible discussions during town meeting on the warrant article related to SBC and additional funds.

10) Public Participation: none

11) Meeting adjourned @ 8:42