



COMMUNITY ADVISORY COMMITTEE- Summary Minutes

North Eugene High School, Library, 200 Silver Lane, Eugene, OR

May 15th, 2018 6:00 P.M.

Present: Carl Below, Jon Belcher, Louisa de Heer, Kate Perle, Louie Vidmar, Terah Cleveland, Luke Callahan, Cameron Ewing, Rick Duncan

Regrets: Ann Vaughn, Ed McMahon, Michele O'Leary

Staff Present: Zach Galloway, Eric Brown

Purpose: The Community Advisory Committee (CAC) came together to receive an update on outreach activities, review the postcard to be mailed to all neighborhood residents, and review draft questions and activities for the June 6th and 10th community events.

Outcomes: Outreach volunteers, Feedback on draft questions and activities

Agenda items

1. Introductions, Agenda review
 - a. A round of introductions was made.
 - b. Agenda was reviewed and approved.
2. Public Comments (15 min)
 - a. No public comment.
3. Update on Outreach efforts
 - a. Carleen Reilly and Mary Leontovich acting as volunteer coordinators
 - b. Outreach efforts include tabling at neighborhood stores, lawn signs, posters, flyers, and neighborhood wide mailing.
 - c. CAC members encouraged to sign-up for vacant tabling opportunities and to distribute posters and flyers. Announcement will also be made via the SCCO and RCCO e-newsletters and Facebook feeds.
 - d. CAC members to contact Mary or Carleen for outreach supplies.
4. Invitation to neighborhood residents and businesses
 - a. Draft postcard presented to CAC
 - b. Feedback received and will be incorporated for the final version that will be mailed on May 22nd, with the intent to reach all addresses approximately 2 weeks before the community event.
5. May test run (May 22) and June community events (June 6 & 10)
 - a. Planning staff provided a description of the meeting format and intended outcomes of the public input.
 - b. CAC provided feedback on the questions and edits will be incorporated for the final version. Staff will share edited version with select members that requested an additional review.
 - c. CAC members thought it best to mix attendees to try to facilitate a mixed set of perspectives at each table during the small group activities. This will be done by numbering name tags and then asking folks to move to their assigned table after the introductory presentations.



6. Other matters
7. Adjourn

Action Items

- CAC members will attend the May 22nd test run of the community events. The meeting is held in the NEHS Library from 6-8pm.