

**Corporate Communications Committee**  
**Wednesday, March 11, 2020, 9:00 –10:00 am**  
**Byers Davidson Room, Saunders House**  
**2 Dale Avenue, Gloucester, MA**

**Attendance:** Fran Aliberte (via video conferencing), Christine Armstrong, Jason Brisbois, Tracy Davis, Sarah Oaks, and Assistant Library Director Beth Pocock

**Not Present:** Melanie Murray-Brown, Michelle Williams

1. Call to order
2. Welcome and introductions
  - a. Sarah moved to invite Fran to the meeting. Jason seconded and the motion was approved.
3. Approval of the minutes for February 12, 2020. Jason moved to approve the minutes as presented. Sarah seconded and the minutes were approved.
4. New Business
  - a. Annual Meeting Update and Video – Christine Armstrong
    - i. Christine and Tracy D have been reviewing other organizations' videos for inspiration on a brief video to show at the meeting. The group decided on a theme. Beth will think about people to include in the video.
  - b. 2020 Sponsorships
    - i. Power of Play; Backyard Growers Grow Fest; Fiesta; Maritime Heritage Day
    - ii. The group discussed tools for tracking impact at individual events.
5. Updates
  - a. Civic Hub
    - i. All City Read: *Falter* and *The Marrow Thieves*.
      - 1) Runs April 18 through September 16 with discussion groups in between. Dates will be published on the website.
      - 2) We have the books and Beth is negotiating with the publishers for the free download of the e-books.
  - b. Library Strategies – Fran Aliberte
    - i. Job Description and Search. The description has been written and a search committee formed.
  - c. Foundation Update – Fran Aliberte
    - i. Logo and ID: Christine is working on that. She will have something to show at the next meeting.
    - ii. Forming the Board: John Brennan and Simon Paddock are working to recruit people for the Foundation board.
6. Next CCC meeting is April 8<sup>th</sup> at 9:00 a.m.

7. 9:35 Adjourn. There being no further business the meeting was adjourned.

Respectfully submitted, Tracy Bowen

**Motions Summary**

n/a

**Actions Summary**

Beth will think about people to include in the video to be shown at the Annual Meeting.

Christine is working on a logo for the Foundation. She'll bring something to show at the next CCC meeting.