

# **Complete Count Committee Meeting Minutes**

**September 9, 2020; 7:30 – 9:30 pm**

**Committee Member Attendees:** Jenn (co-chair), Matt (co-chair), Kristina (secretary), Alissa, Patrick, Christine (joined after 8:00 pm)

**Staff:** Jan Guszynski

**Member of Public:** Nancy Dimaio

Jenn called the meeting to order at 7:39 pm

## **1. Approval of September 2, 2020 minutes**

- Updates/corrections made to minutes to accurately reflect Councilmember Traveras' change in date for the Census Caravan as well as a typo for the dates (update from 9/14 to 9/12).
- MOTION to approve minutes Matt
  - i. Jenn seconded
  - ii. Approved unanimously

## **2. Staff Liaison/Member Updates**

General HVL & PGC (Jan)

- HVL 60.1% → 60.7%
- MD 69.4% → 69.8%
- PGC 67.4% → 67.9%

Updates

- Robocall will take place
  - Alissa and Jan will get together to work on copy
  - This is an alternative to getting a list from the city
  - NB: robocall list is an opt in list typically reserved for emergencies
- Postcards
  - They were sent out (technically early based on the request)
  - Learned that we don't have control over target mail date once submitted
  - Can confirm that it went out to approximately 8500 HVL households
- Budget
  - Jan's concern last week was the result of a meeting with city admin and treasurer; some confusion about the source and amount of our funding along with how the budget is managed on the city side
    - Clarified that we don't have any matching funds
    - All concerns have been resolved

- our overall budget: \$29K (\$10K from city, \$19K from MD grant)
- budget worksheet updated and circulated to committee
  - spent \$26621 with a cash balance remaining of \$2379
- new expenditures
  - \$360 outstanding designer invoice
  - \$918 for CASA partnership (includes 5 promoters, door knocking at two apt complex events on 9/12 and 9/20 – more info to come)

#### Yard Sign Update (Christine & Alissa)

- No new updates
- Many signs that still need to be placed
- Discussion about strategy regarding outreach efforts in tracts that are technically not part of HVL
  - In general, concern has been where we have the authority to place signs (i.e., HVL can authorize placement on HVL city property)
  - Agreed that any/all census participation in our community and surrounding areas benefits everyone

#### Casa joint event (Jenn & Jan)

- Casa has had success (e.g., in 25 hours, 5 promoters were able to help secure 50 completed censuses)
- Based on these figures, we're hoping/projecting that a partnership with them might get us an additional 100 censuses completed
- They've been really wonderful to work with (e.g., flexible, generous)
- Important to make sure these volunteers avoid any of the mistakes that have been reported by formal census takers (e.g., entering into private homes, sitting on furniture, asking to use the bathroom)
- Discussion about procedure/requirements to secure property managers' permission; Jan to clarify with city before we proceed
- Volunteers needed to help Casa

#### MOTION to approve co-chairs action to partner with Casa, which includes \$918 budget allocation (Patrick)

- Alissa seconded
- Approved unanimously

#### Deni Taveras

- Her office is hoping to partner with us for an event on 9/19
- Originally info was this was happening 9/7 with 1-2 of the largest apt buildings in HVL at 2pm
- She's hitting apt buildings that technically aren't within the city limits behind the mall
- Looking for volunteers

#### School Report (Christine)

- No report from middle school
- May be opportunity to partner with elementary school again – another materials pick up next week (e.g., Chromebooks)
  - Unknown how many families will be there
  - Christine to find out if they'll take/distribute swag bags Matt made
  - Requested 500 postcards from Jan

#### PGC Adult Ed Report (Jenn)

- Will not be able to get through all the classes (if she's understood the email correctly); needs help
- Alissa & Kristina volunteered; Jenn to be in touch

#### Faith Based Org Team Report (Nancy)

- Promising news that a number of churches will be participating in a convention which will provide opportunities for members to complete their Census

### **3. Video Contest & FB Update (Jan & Jenn)**

- Sadly, no new submissions
- Jenn to use the Casa partnership as an opportunity to promote submissions
- Will tweak approach by providing list of businesses and giving winners option to select from the list (e.g., Franklins, Sugar Vault, Yes Organic).
- College Park has started promoting the event

### **4. Review/Close Meeting**

- Review/Confirm Schedule
  - Will meet 9/16 for sure; Jan to look into whether we can meet 9/23 – will be in touch

### **5. Close**

- Motion to adjourn at 8:45pm by Matt
- Jenn seconded
- Approved unanimously