Approved Minutes of the
Community Resilience Organization Hartford
September 14, 2016

Members Present: Jon Bouton, Laura Simon and Chair Dylan Kreis.
Staff Present: Planner Matt Osborn.
Others Present: None.

A Community Resilience Organization Hartford (CROH) Meeting was held at the Hartford Town Hall, 171 Bridge Street, WRJ, Vermont, on Wednesday, September 14, 2016 in Meeting Room 2. The meeting was called to order at 4:32 p.m.

1. **Review of the August 24th CROH Meeting Minutes**: Dylan Kreis asked if there were any changes or corrections regarding the Draft Minutes of the August 24th CROH Meeting. Being none, Dylan stated that the minutes are accepted as written.

2. **Review of Hartford Resilience Week:** The Committee agreed that the event was a resounding success. There was really good attendance throughout the week and a high level of audience enthusiasm.

   a. Workshops: Matt Osborn noted that all of the speakers were excellent and there was a variety of topics presented. Simon Dennis stated that the CROH did a really good job taking care of business while not being stressed out about it. He complimented CROH for distributing the workload.

   b. Community Celebration: Matt Osborn noted that there was a great turnout for the community celebration. The tree planting went well. The river demonstration by Larry Kasden was very informative and Peg Elmer-Hough did an excellent job as keynote. The Committee agreed. Simon Dennis said that CROH made a good decision not to host a large event. The Committee agreed.

   c. Ways to Improve the Event: There was discussion about how to improve the event.

      - Simon Dennis suggested having greater continuity, programming for kids and having topic tracks for workshops.
      - Jon Bouton stated that we need to work on advertising and reaching out.
      - Matt Osborn suggested that we may want to cap attendance for certain events like Wild Edibles, which had too many people for everyone to see and hear the demonstration.
      - Laura Simon stated that CROH needs to get a survey out so that we can get feedback from participants.

      Since Kye Cochran is out of town, Matt Osborn read from Kye's e-mail. Kye suggested better advertising for events in the more remote villages, personal invitations and a focal theme. Overall, Kye was very pleased with the event.

d. Thank You Notes: Dylan Kreis brought thank you notes to the meeting. Matt Osborn presented a list of mailing addresses for the speakers and others who contributed to the Resilience Week events. The Committee split up thank you note responsibilities.

e. Powerpoint Presentations & CATV Video Footage: Laura Simon noted that we had CATV requested powerpoint presentations from the speakers to be used with the video footage. Matt Osborn noted that we can post them on the town website as well. The Committee agreed to follow-up with speakers.

f. Honorariums: Simon Dennis suggested providing a modest token of our gratitude to the speakers for their time and effort that went preparing for and conducting the workshops. The Committee agreed. Matt Osborn stated that he will discuss with Planning Director Lori Hirshfield.

3. **CROH Budget**: Matt Osborn reported that department heads must complete their draft budgets by October 1st. He noted that the CROH funds fall under the Department of Planning and Development Services budget that is developed by Department Director Lori Hirshfield. Each department head develops a budget for their department which then goes to the Town Manager who then presents a consolidated budget to the Selectboard. The Selectboard then hold a series of budget sessions and vote on a budget to present to the Town voters in March. Matt noted that the department heads have been directed to submit a flat budget. Matt stated that the CROH currently has a budget of $460; $260 for continuing education and $200 for educational materials. He stated that given the current fiscal climate, it is not the best timing to seek additional funds. The Committee noted the success of the recent Resilience Week and thought that given the benefits to the community, seeking an increase to support a future resilience week event is justified. Simon Dennis stated that CROH needs a logo and it is reasonable to hire someone to prepare a poster for the event. The Committee agreed. Dylan Kreis suggested inquiring about hiring a student from the Center for Cartoon Studies. The Committee agreed to draft a detailed budget proposal and continue discussion at the September 28th meeting.

4. **Hartford Resilience Week, an Annual Event?** There was consensus that Resilience Week should be an annual event. The Committee discussed other times of the year, but selected the same week (August 21-26) for 2017. Laura Simon suggested teaming up with the Hartford Community Coalition for next year's event. The Committee agreed to collaborate with HCC, but keep resilience week separate. Laura suggested that the Committee consider asking HCC to conduct a workshop during Resilience Week. The Committee agreed.

5. **CROH Annual Report**: Matt Osborn reported that the CROH Annual Report is due October 1st. He submitted a draft. Jon Bouton suggested including the CROH mission statement. The Committee agreed. There was discussion and recommended changes. Matt agreed to revise the draft and e-mail it to the Committee for their review.

6. **Next Meeting**: Dylan Kreis noted that the next meeting is scheduled for Wednesday, September 28 at 4:30 p.m. Dylan requested that governance be added to the agenda.

7. **Adjournment**: The meeting was adjourned at 5:50 p.m.