

BELMONT HIGH SCHOOL BUILDING COMMITTEE

2019 JAN 24 PM 1:56

COMMUNICATIONS SUBCOMMITTEE

MEETING MINUTES

September 11, 2018

BHS conference room

7:45am

Meeting #14

Subcommittee members attending:

Jamie Shea, Chris Messer, Diane Miller, Tom Caputo

Also in attendance: Hannah Fischer

1. Call to Order – the meeting was called to order at 7:59am by Jamie Shea.
2. Video screening – looks fantastic! the subcommittee shared a few suggestions to be edited if possible
3. Discussion of upcoming PTO/PTA meetings – we reviewed the school calendar and assigned coverage
4. Schedule of back to school nights – we reviewed the school calendar and assigned coverage, we'll ask main committee for help filling gaps as needed. We discussed logistics of what materials to present
5. Communications plan – we discussed potential topics for articles to be published and discussed potential Q&A, also potential P&W press releases
6. Upcoming BHSBC meetings – we discussed publicizing upcoming energy forum
7. New business – next meeting to be determined
8. End meeting – The meeting ended at 9:15 am by Jamie Shea.