

DURHAM PUBLIC LIBRARY COMMUNICATIONS COMMITTEE MEETING

Date and Time: June 21, 2011, 8:30 AM, DPL

Present: David Moore, Zelda Moore, Arthur Young, Emily Smith, Tom Madden, Ann Windsor, Jenna Roberts, Sandi Mitchell, Sibylle Carlson, Debbie Jarvis (graphic designer)

There was a review of DPL buttons that Debbie Jarvis had designed. Several different designs were preferred. Jarvis will do a mock up of 3 options and we will vote on them at the next COMCOM meeting June 28. Jarvis showed a sample of a DPL Magnet, estimated cost about \$4 per magnet. There was discussion about whether it was too ambiguous with mostly DPL on it. No decision was made.

D. Moore reported 41 neighborhood sections have been identified and Young has volunteered to be "the supreme leader" of the leadership teams. He passed around a letter he has composed to give to team leaders explaining their job. Young prefers to have volunteers report their progress to him weekly. Mitchell wants to be copied on these reports.

Mitchell will conduct an orientation and training for BOT at the next COMCOM meeting June 28 at DPL at 8:00 AM-9:30 so trustees are up to speed with the process.

Mitchell will conduct an orientation and training meeting with team leaders Monday, July 11, 2011, at DPL. No time was set. Mitchell will provide notebooks with details of what to do. She noted she needs approval for a brochure for the Community Phase which will be 8 ½ X 14 folded down into 4 panels. At this training she will go over all materials and give techniques and tips for solicitation. Roberts noted the BOT will recruit volunteers for the Community Phase.

Next meeting: Tues, June 28, 8:00 AM, DPL

Respectfully submitted,
Sibylle J. Carlson

Mitchell