



CITY OF WATERTOWN

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Residents' Advisory Committee Wednesday, September 4, 2024 Minutes

Attendees

Committee Members: Liz Cremens, Kathryn Madden, Theo Offei, Tom Tracy (not present: Sam Ling)

Administrative

The meeting started at 5:10 pm. The RAC members approved the minutes for August 7, 2024, with the addition of a statement about the distribution of the *Residents' Advisory Committee Procedures and Policies*. The RAC will hold a special meeting on September 9, 2024, to make recommendations for the opening on the Human Rights Commission. The next monthly RAC meeting will be on Tuesday, October 1, 2024.

Discussion

Universal Online Application and Website: JoAnna Hand has updated the Universal Application to allow for 350 characters for each response and also continues to update the website languages as necessary in coordination with Jeanne Ostroff.

Outreach and Recruitment: Liz Cremens met with Tyler Cote, the City's engagement specialist, to discuss greater awareness of and recruitment for the City's Boards/Commissions/Committees. Tyler now has the QR code that links to the City website for distribution during his various engagement sessions. Ongoing topics of discussion are the need for an updated website video as well as an in person activity such as a panel discussion about the role of Boards and their volunteers. In particular, there are certain vacancies that have been persistent and require additional recruitment to find candidates. Kathryn will work with Sam to generate a QR code to link directly to the Universal Application. Liz will represent the RAC at Faire on the Square and is working with JoAnna and other City staff on setup and materials.

Residents' Advisory Committee Procedures and Policies: RAC members are asked to review this document for discussion at upcoming meetings.

At 5:30, the meeting moved to Executive Session to interview and consider applicants for appointments to Watertown Boards, Commissions, and Committees. The meeting was not reconvened as a public meeting.

Minutes: Submitted by Kathryn Madden, October 22, 2024