

# SUBJECT TO APPROVAL

## Academy Community Center Advisory Committee.

### SPECIAL MEETING

Meeting Date: January 5, 2023  
5:30 pm

Meeting Place: Town Campus Hammonasset Room

### Meeting Minutes

Chairperson Bill Stableford called the meeting to order at 5:30 pm. Also in attendance: Vice Chair Joan McPherson, Scott Cochran, Sheri Cote, Roslyn Fahey, Austin Hall, John Lamirande, Beverly Sobran, Lisa Nee, along with Heather Noblin.

1. Approval of minutes

Chairman Bill Stableford asked for a motion to approve the December 29 minutes. Joan McPherson made a motion, and John seconded. A majority vote approved the minutes.

### OLD BUSINESS

1. Update Academy Building Committee.

The “Initial ACCAC Recommendations” document was reviewed and approved to send to the Building Committee and copied Al Goldberg.

We discussed the timing of presenting survey results to the Building Committee. A date was not set but it was agreed to make them available to the Building Committee prior to our presentation to BOS on Jan 23.

2. Lisa reported on Community outreach. Lisa has created a Google doc that tracks all current community outreach. Since the last meeting, the community outreach has included: Circle Nursery School. The director of CNS sent an email to all parents. Educational Play care School and 123 Grow with Me. Business contact – Wall Street Frame, Wine Thief, Madison Coffee House, The Frame Shop, and Page Taft. Event outreach – Varsity, Boys/Girls Basketball, and Wrestling.

3. Future outreach opportunities are on Sign-up Genius and were emailed to the committee. These include Hurricane Wrestling and three VIBE performances. Scott announced that

Daniel Hand students would have an opportunity to complete the survey during school hours on January 11.

4. Town Announcements: Rita will post a survey notice on Town social media and listserve.
5. John gave a detailed presentation on the survey and how he organized the information, so it more easily speaks for itself.
6. Focus group status. John created a Smartsheet form of the invitation to be sent to potential focus group participants. Sheri is the focus group Zoom moderator. The schedule for the focus groups is – January 26, Performing Arts; February 2, Culinary Arts, and February 9, Studio Arts. It was decided that we don't need a fourth category for Adult Education/Small Business/Community Meetings.
7. On January 20, Scott will conduct a Focus Group with Student Leadership at DHHS.

#### New Business:

8. Sheri, Joan and Bill have started a list of organizations receiving the focus group invitations. Joan suggested personal contact before the email is sent. Members are encouraged to share contact information with the subcommittee.

#### ACTION ITEMS

9. John will prepare a draft of the Survey presentation.
10. Lisa will continue to track outreach and update Sign Up Genius.
11. Bill and Al Goldberg will have a Zoom conversation with Joe Ballantine of the Building Committee to discuss a joint meeting and distribution of survey results.
12. Members will share pertinent contact information for focus group invitations. Bev will share the contact information for Dance by Leslie.
13. Sheri asked that we consider a list of questions for the Zoom Focus Groups. Be ready to share these potential questions,
14. The survey closes on January 13. Committee members are asked to reach out to any other friends or community members to fill out the survey.
15. Public comment:  
None

16. Adjournment: Bill asked for a motion to adjourn the meeting. Sheri made a motion, and Bev seconded. The motion passed by unanimous vote. The meeting ended at 6:55 pm.

The next ACCAC meeting will be on January 12, 2023 @ 5:30 PM in the Hammonasset Room.

Respectfully submitted,

Lisa Nee

The Town of Madison does not discriminate based on disability, and the meeting facilities are ADA accessible. Individuals who need assistance are invited to make their needs known by contacting the Town at 203.245.5602 or by emailing [rhinesl@madisonct.org](mailto:rhinesl@madisonct.org) at least five (5) business days before the meeting.