1. Attendance
    a. Corey, Kate, John, Matt, Jeffery, Betsy, Scyla joined at 1:12, Max joined at 1:17, Andrew joined at 1:22, Josh joins at 1:29
2. Voting guidelines subcommittee report (Corey)
    a. Weekly Friday noon meeting time
    b. 3 members, looking for more
    c. Do not have any guidelines yet working towards those
3. IT Web Group (Matt)
    a. 3 members, one meeting
    b. Capabilities were discussed
        i. Being able to bring in information and collect it is easy, the trick is going to be taking that information and making it usable by the other subcommittee's
    c. Submittable is a software that was brought up
        i. Web group is looking at costs
        ii. A lot of demographic information is required so there is some hesitancy
        iii. No standing meeting
4. Submissions guidelines (John)
    a. No meetings
    b. Brought forward ideas from other flag groups across the region/country
5. **Scyla joined at 1:12**
6. Scyla making social media accounts
    a. Corey is interested in being involved with social media stuff
7. **Max Joined at 1:17**
8. Jeffery joins the submissions guidelines committee
9. Conversation surrounding timeline and moving forward with COVID
    a. Scyla suggests things with the school board could be moved online
    b. Kate doesn't see a need to alter the timeline with online capabilities
    c. Betsy worries about students getting very engaged online
        i. Could we ask the schools just to make an announcement to be aware of it retaining the option of advancing outreach when school opens back up
    d. How will city outreach work?
        i. Matt can be the connection to the Mayor's office and promoting through the city and then continue outreach as a commission
    e. What about the libraries?
        i. Bringing a representative from the library might be a good idea to see what they are thinking
            1. Kate is going to look into bringing someone in to their subcommittee at the library board meeting
10. **Andrew joined at 1:22**
11. New business
    a. Corey asks if we can ask out to the school board ASAP
        i. Kate can do this, let me know what we are working on and what we want out of our partnership
        ii. June timeline would be ideal for promotion, but when to receive submissions?

1. Gathering the information is straight forward, voting is the difficult part
2. Should we have a 4 person no quorum meeting between representatives of each subcommittee
   a. Yes
b. Scyla asks to be a part of the submissions guidelines committee
c. Josh asks if he could get a digest of each subcommittee meeting
d. Corey moves to create a public outreach subcommittee and nominate Scyla as the chair
   i. Kate seconds
   ii. Motion passes unanimously
e. Corey motions to adjourn
   i. Kate seconds
   ii. Motion passes unanimously at 1:50 pm
   iii.