

**Salisbury Cultural Council**  
**Arts and Cultural Initiative Subcommittee Meeting**  
**Thursday, March 31, 2022, 6:30 pm**  
**Conference Room A, Salisbury Town Hall**

**AGENDA**

- I. Introductions
- II. Acceptance of March 17 meeting minutes with any corrections
- III. Community Meeting Discussion Groups
  - Determine facilitators for the five focus areas at tables
  - Shelley Rossitto
    - Facilitator role and responsibilities, facilitation format
- III. Community Meeting Format – One hour
  - Welcome (2 min.)
  - Introduction of committee members (3 min.)
  - Presentation-background of initiative, goals, purpose (10 min.)
  - Participants go to tables with their area of interest for discussion (20-30 min.)
  - Table discussions and report back (10 min.)
  - Shelley: presents trends from table discussions, if any (3 min)
  - Closing (2 min.)
- IV. Next steps
  - Flyer distribution and promotion
    - Follow up with same groups, social media, personal email invitation, printed copies at town hall at April 4 and 14 meetings, posted on town website, SCTV
    - Outreach and promotion starting April 18, other than at town hall, after other community meetings to avoid “community meeting confusion”
  - Logistics and materials for community meeting
    - Room set up
    - SCTV
    - *SignIn* sheet for meeting
    - *SignUp* sheets at tables with areas of focus for opportunities to participate
    - Large print format of slides of five focus areas with questions
    - Selected slides for large print format to display
    - Name tags
    - Index cards
    - Pencils, pens, paper, pipe cleaners
- V. Next Meeting

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