



America 250 | CT Commission
Subcommittee Chair Meeting
September 20, 2023 at 4:00 PM via [Zoom](#)
Agenda

1. Roles and Responsibilities of Subcommittees
 - a. **Commission Role:** The Commission is not in a position to produce materials, curricula, etc. It is our role to set strategies, define outcomes, and then convene the necessary people to make it happen.
 - b. Clarify [Subcommittee Charges](#)
 - i. What are the goals for each subcommittee? (Examples to build on below)
 - ii. What initiatives will be needed to reach those goals?
 - c. Do we need co-chairs for Education, Engagement, and Marketing to achieve these goals?
 - d. Share goals and initiatives with full commission via Action Plan
 - i. Include in agenda packet for October meeting; due by October 10, 2023
 - ii. **Consider:** What are your subcommittee goals and initiatives to reach those? What resources do you need? What will be the final deliverables? Who will be assigned to do those?
 - e. **Reminder:** FOIA Workflow for timely submission of agenda and minutes
2. Subcommittee Assignments
 - a. Subcommittee member assignment process
 - b. Interest form responses
 - i. **Discussion:** We have received 28 responses to date. Some have been brought onto subcommittees (namely Education) and the rest have been informed that we will reach out in the fall. What do we want to do with them at that point if not put on subcommittees?
3. Inclusion, Diversity, Equity, & Access Subcommittee
 - a. **Feedback:** Proposed IDEA assessment and toolkit template
 - b. **Discussion:** Do we want non-commission members on this subcommittee or is the focus for this subcommittee to review commission work?
4. October Meeting Agenda Draft
 - a. **Feedback and Discussion:** What changes need to be made to the Event Approvals Criteria to approve it at the next meeting? We are beginning to be asked to share/promote events and criteria will be helpful.
 - b. Send by October 11th and ask commission members to review **all** materials prior to meeting and focus meeting time on discussion

Subcommittee Charges

Community & Organizational Engagement: To reach out and provide assistance to municipalities and nonprofit organizations for the development of programs, projects, and activities pertaining to the American Revolution. Using relationships with municipalities and nonprofit organizations, connect the work of the Commission with Connecticut's communities.

- **Goal:** Create networks in order to engage as many Connecticut residents as possible
 - Identify the potential partner organizations who can amplify our message
 - Develop a list of municipal contacts
- **Goal:** Share resources and/or content to get the 250th into every community in Connecticut
 - Distribute centralized content using created networks

Education: To support the creation of educational opportunities for students (pre-K to college) that explore the intricacies of the founding period of the United States through both scholarly and informal methods.

- **Goal:** Promote access to history and civics education and engagement in schools across Connecticut (RWB Schools?)
 - Identify and connect resources to schools and teachers
 - Connect with superintendents, principals, board of education
- **Goal:** Review and comment on curricular content and framework
- **Goal:** Identify and introduce partners and funders for this work
- **Goal:** Students?

Governance: To focus on the creation of bylaws and structure of the Commission, including the development of an action plan, reporting on progress, and the establishment of an advisory council

- **Goal:** Create bylaws for the commission
- **Goal:** Report on progress to interested parties (annually to the Governor in January)

Tourism & Marketing: To encourage collaboration with state and local tourism agencies as part of the goals and initiatives of the Commission.

- **Goal:** Develop culturally and historically-informed branding that resonates with the public
- **Goal:** Use the 250th as an economic driver in Connecticut, engaging Chambers of Commerce, businesses, tourism districts, etc.
- **Goal:** Elevate and promote the visibility of historical and cultural sites - in-state and out-of-state
 - Provide opportunities for informal public education using signage, tourism trails, etc.

IDEA: To ensure that inclusion, diversity, equity, and access are codified in the Commission's core principles, recognizing the experiences and points of view of all people affected by the events surrounding the American Revolution.

- **Goal:** Identify and share resources that organizations and municipalities can use to make their commemoration more inclusive
 - Identify and connect state resources to improve access to historic sites and cultural organizations (DEEP, Good to Great, SHPO, etc.)
- **Goal:** Optimize site and program accessibility across the state

- Develop an evaluative tool to quantify progress: Where are we now? Where do we want to be? How do we measure that?
- **Goal:** Evaluate the commission on its IDEA progress.