

America 250 | CT Commission

Subcommittee Chairs' Meeting Minutes

Wednesday, September 20, 2023

Attendees:

Denise Merrill, AM250 | CT Chair
Jason Mancini, AM250 | CT Vice-chair
Steve Armstrong, Education Chair
Arienne Orozco, Governance Chair
Rob Kret, Marketing & Tourism Chair
Jonathan Slifka, Inclusion, Diversity, Equity, and Access (IDEA) Co-Chair
Amrys Williams, Community & Organizational Engagement (COE) Chair
Sheldyn Oliver, CT Humanities (CTH) Staff
Cyndi Tolosa, CTH Staff

The meeting started at 4:06 p.m.

Roles and Responsibilities of Subcommittees

- a. **Commission Role:** The Commission is to function as a strategic guidepost for the sector and will focus on connecting the right projects with the right people; it will *not* produce materials/curriculum or organize events at large. The hope is that the blueprint for the work of the Commission will come out of the action plans created by each subcommittee. Action plans will be created around achievable, high-level goals. The work needed to implement the action plans will then be divided amongst those who are willing to carry out the necessary tasks.
- b. **Clarify Subcommittee Charges:**
It was suggested that the Education Subcommittee could focus work around the Red, White, & Blue Schools Initiative to better create attainable goals.
In general, and because there is an overlap between subcommittees, it may prove beneficial to put mechanisms in place that allow subcommittees to be apprised of each other's goings-on, i.e., schedule an occasional joint meeting, share notes from meetings, look at all action plans together and fill in gaps, etc.
CTH Staff is currently putting together a 5-year plan/budget for AM250 | CT. Subcommittee chairs were encouraged to identify resources (human/organizational, infrastructure, and financial) they think they might need to achieve their goals as they build out their action plans and final deliverables.
- c. **Co-Chairs:**
Subcommittee chairs agreed that having a co-chair would be helpful for a variety of reasons, i.e., meeting management, added perspectives, etc. Subcommittee chairs will think of names offline and share with Denise M., Jason M., and Cyndi T. Co-chair prospects can be internal or external to the Commission.
- d. **Freedom of Information Act (FOIA) Reminder:**
Agendas and minutes need to be posted in accordance with FOIA guidelines. Subcommittee chairs may refer to the FOIA Workflow document, found in the AM250 | CT shared workspace, if they have any questions.

Subcommittee Assignments

- a. **Subcommittee Member Assignment Process:** The process has been relatively loose up to this point, i.e., through recommendation of the chair, appointment via the AM250 | CT interest form, etc.
 - i. The Education Committee plans to create additional subcommittees within its structure.
- b. **AM250 | CT Interest Form:** So far, the Commission has received close to 35 responses to date; all commission members can access this list by visiting the AM250 | CT shared workspace.
 - i. For interested parties not yet assigned to a subcommittee, it is important to communicate to them the goings-on of the commission and to keep them engaged. Suggestions around community/volunteer involvement were discussed.

IDEA Subcommittee

- a. **Toolkit:** This is a high-level, conceptual working document that is divided by subcommittees – in terms of specific concepts, philosophies, etc. when approaching work through an IDEA-lens. Subcommittee chairs are encouraged to use the IDEA Toolkit document as a reference point, and focus on the items that make sense to their respective committee, as they build out their action plans. Emphasis was placed on tracking and measuring/evaluating metrics and data.

October Meeting DRAFT Agenda

- a. **Events Approval Criteria/Process:** With the creation of an increased number of events throughout the state, it will be important for the Commission to get the Event Approval Criteria/Process approved at the October 18 meeting. Subcommittee chairs to send any feedback to Cyndi T. (ctolosa@ct250.org).

Upcoming Meetings

- a. The goal for this group is to meet twice quarterly (in between meetings of the full Commission). The coming Bylaws set up this group to function similarly to that of an Executive Committee for the Commission.

Shared Resources/Links from 9/20/23 Subcommittee Chairs' Meeting Zoom Chat

- a. **Made by Us Fall Bootcamp #2: Gen Z Has Entered the Chat – Building Partnerships with the Youth**
Description: If you build it, they will come - only if there is food, free parking and they feel like it. But seriously, to create great programs and events Gen Z wants, you need to involve them in the planning! Here we look at three case studies of successful partnerships between institutions and youth that generated exhibits, programs or other tangible experiences for youth, by youth. To register, visit: [Meeting Registration - Zoom](#)
- b. **Made by Us Fall Bootcamp #3: Prepping for America's 250th**
Description: The 250th anniversary of the United States is 3 years away, in 2026. Efforts have begun to develop state commissions and national programs like the Civic Season. At the same time, in a polarized, fractured country, with real threats to democracy, what will this look like? Will young people care or participate? How can cultural institutions plan ahead? To register, visit: [Meeting Registration - Zoom](#)
- c. **Meeting the Philadelphia Team that Embroiders Presidential Flags**
Link: [Meeting the Philadelphia team that embroiders presidential flags : NPR](#)

The meeting ended at 5:04 p.m.