

Minutes		Committee Name: Organization Date: December 11, 2006 Time: 8:30 a.m. Location: Café Europa	
Attendees: Katharine Zatkowski, Carl Rosa, Scott Ziegler, Jeff Rouleau, Ellen Pollack			
Next Meeting: January 9, 2007 8:30 a.m at Café Europa			
Volunteer Recruitment			
Discussion: Joyce has agreed to be our Volunteer Recruitment Coordinator as part of the Volunteer Recruitment Committee. Jeff is the liaison for the Economic Restructuring Committee. Scott still must follow up with Marianne and Joe regarding a designee from the Design and Promotions committees. Joyce had previously suggested that the Task List requires additional information regarding “when, where, what, how and who” to help match up potential volunteers with these tasks. Carl will forward the names of those people who expressed interest in volunteering at the December 6 th Main Street Event so that we can follow up with them.			
Action Items:		Person Responsible:	Deadline:
Volunteer Committee Members		Scott	January 9, 2007
Eat Your Art Out 2007			
No New Discussion			
History: Adele brought the Organization Committee up to date on the planning for the 2007 event on March 22 nd . The EYAO Committee is handling all details.			
Action Items:		Person Responsible:	Deadline:
Web Site			
No New Discussion			
History: It is important that information on the web site be updated in order to help in the recruitment effort. This is not happening on a regular basis.			
Action Items:		Person Responsible:	Deadline:

Newsletter		
Discussion: Jim Whitney has agreed to handle assembly, posting and production of the newsletter from his office as long as we can get him the content. Ellen will contact Jim and try to set up a meeting to discuss the specifics.		
Action Items:	Person Responsible:	Deadline:
Coordinate details with Jim W.	Ellen	
Downtown Ambassador Program		
Discussion: No new discussion		
Background: Ken Killer attended the November meeting and provided the committee with a detailed overview of the Ambassador Program. Ken will continue to be the main contact with the various schools to help attract students to the program but the events themselves are very labor-intensive. The committee needs to help recruit adult volunteers to help with supervision and record keeping and documentation. Carl intends to discuss this with the Neighborhood Council in hopes that they can assist with this project.		
Action Items:	Person Responsible:	Deadline:
Recruit adult volunteers	All committee members	On going