

**SUBJECT: Community Support Goal Team Meeting Minutes**

**DATE: March 26, 2007**

**TIME: 9:00 AM**

**PLACE: Wayland School Committee Room**

**PRESENT: Rebecca Chasen, Ellen Chasen, Barb Fletcher, Peg Ingolia, Alexia Obar, Jean Tower**

**I. DISCUSSION:**

- a. The Committee Members (“Members”) reviewed and made final changes to the phone survey, based on tests they conducted with third parties.
- b. The Members then reviewed the procedures that would be followed by the callers when conducting the phone survey and made appropriate edits.
- c. The group also discussed other details about the phone survey, including generating the random sample list, and recruiting high school students to act as callers.

**II. NEXT STEPS:**

- a. Peg and Rebecca will follow up with the Park & Rec member and Rebecca’s work contacts to determine the appropriate random sample size.
- b. Barb will follow up with Charlie Ruopp regarding the involvement of the high school students.
- c. Barb will make revisions to the phone survey and procedures based on comments received at the meeting.

**III. NEXT MEETING:**

- a. Training Session – Tuesday, April 24th

**IV. ADJOURNMENT:**

- a. The meeting was adjourned at 10AM.

**Respectively Submitted,  
Barb Fletcher**