

VILLAGE OF FRIENDSHIP HEIGHTS

VILLAGE COUNCIL

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Approved Minutes **Friendship Heights Village Council Communications Committee** **Monday, July 3, 2023**

Council Communications Committee members present: Martha Solt, Paula Durbin, Melanie White.

Others present: Julian Mansfield, Jason Goldstein.

At 5:30 p.m., Ms. Solt called the meeting of the Friendship Heights Village Council Communications Committee to order.

Mr. Mansfield requested guidance from the Committee on the request to use the Village alert messaging system to advertise office hours for individual Council members. After discussion, the Committee agreed by consensus that multiple other methods are appropriate and the alert messaging system is not the best method of communicating Council member office hours. Ms. White and Ms. Durbin expressed general concerns regarding Council members holding individual office hours. Ms. Solt indicated she would discuss these concerns with others and report back to the Committee.

Ms. Solt discussed the possibility of simplifying the minutes of the Council meetings. The Committee agreed with Ms. Solt's suggestion to provide an edited version of the minutes as an example for the Committee to review.

The Committee agreed that the Village has a significant communication infrastructure for the benefit of its residents. The Committee agreed to evaluate the extent to which residents know about these methods and are engaging with the Village using the Village's communications infrastructure. The staff agreed to collect Google Analytics data on uses of the Village website as a first step to evaluating the Village's communications. Ms. Solt agreed to draft a communications survey to receive further resident input. The Committee also discussed scheduling another program to educate residents about the Village website and other communication methods.

The Committee discussed focusing on communication content next.

No other action was taken by the Committee. The meeting was adjourned at 6:30 p.m.

Respectfully Submitted:

Martha Solt 7/19/2023
Martha Solt, Council Secretary