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Approved Minutes

Friendship Heights Village Council Communications Committee Monday, September 18, 2023

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

Others present: Julian Mansfield, Jason Goldstein, Alfred Muller, M.D.

At 6:15 p.m., Ms. Solt called the meeting of the Friendship Heights Village Council Communications Committee to order.

Ms. Solt presented two items for discussion: 1) Communications survey and 2) Office hours for Council members.

Communications Survey

Ms. Solt discussed the preparation of a community survey concerning how residents prefer to receive communications from the Village government, how residents can communicate with Council members and staff, and how residents can access Village Council meetings. She presented her draft survey questions to the Committee and requested feedback.

Mr. Mansfield indicated that the survey should include a question regarding whether residents read the printed version of the newsletter or the online version. Ms. White said the survey should include a question regarding the flyers and notices sent to the buildings. Mr. Mansfield and Mr. Goldstein said the survey should include reference to the Village's social media accounts.

The Committee discussed survey questions regarding the Village government and participation, including how residents can attend or view livestream and recorded Council meetings, how residents can share questions or concerns with Council members and staff, and the extent to which residents feel the Village is responsive to their questions and concerns. The Committee agreed to remove a question regarding having someone to call in the event of a personal emergency.

The Committee agreed to further review the draft survey and provide more comments for a revision. Ms. Solt indicated this survey should be embedded in the larger survey that the Council Chairman is developing.

The Committee discussed the larger community survey. Concerns were expressed regarding wording format and content. Committee members agreed to submit their survey comments separately to the Council Chairman.

Council member Office Hours

Ms. Solt noted that at the previous Communications Committee meeting an objection had been raised to the idea of Council members holding office hours. Ms. Solt reported she checked with other Council members and outside jurisdictions and received positive feedback regarding the practice of Council members holding open hours.

The Committee discussed the sprinkler mandate issue and the possible role of the Village Council in facilitating communication and information sharing. Ms. Solt suggested there could be a special public session on this issue and that the Village could gather information to be provided to the community.

The Committee will plan to meet again when the survey is closer to being finalized.

No other action was taken by the Communications Committee. The meeting was adjourned at 7:25 p.m.

Respectfully Submitted:



Martha Solt, Council Secretary