



**City of Menasha Complete Count Census Committee Meeting
Menasha Health Department
Conference Room
December 2, 2009
7 AM**

Minutes

- A. Call to Order
 - 1. Meeting called to order at 7:05AM by Chairman Mary Crawmer.
- B. Roll Call
 - 1. Present: Ken Kubiak, Sue Nett, Nancy L Barker, Gina Grogan, Mary Crawmer, Elena Leon, Dale McNamee
 - 2. Absent: Mary Bach, Jan Davey
- C. Minutes
 - 1. Motion to approve minutes from November 4, 2009 meeting made by K. Kubiak and seconded by S. Nett. Motion carried.
- D. Discussion Items
 - 1. Community Events—Reviewed and discussed for distribution of supplies. a. School parent conferences- depending on availability of supplies. b. Census tour trailer- Dale will see for availability of an information trailer for the area. This is a US government trailer filled with supplies that parks in a location and distributes census materials to the public.
 - 2. Available Supplies that have been distributed to date. Posters- have been posted throughout the city
Information brochures (English/Spanish)- handed out at H1N1 Clinics
Employment posters- Posted throughout the city
More promotional supplies to hopefully arrive around the new year- Dale McNamee will inform the committee as soon as more supplies become available. Committee members discussed having supplies to distribute at the New Years Eve event in downtown Menasha.
 - 3. Media/Communications
 - a. Dale McNamee- will email a shorter version of a media insert
 - 1. to be used in school newsletters
 - 2. utility bill
 - 4. Next Meeting Date
 - a. January 6, 2010 at 7:00AM at the Menasha Health Department Conference room
- E. Meeting adjourned at 7:48AM.

