



MINUTES
Community Visioning Advisory Committee
02/06/2019 | CITY HALL
PERMIT CENTER CONFERENCE ROOM
414 E 1ST ST, NEWBERG, OR 97132

Committee Members: ☒ Denise Bacon ☒ Stephanie Findley ☐ Sarah Hadley ☒ Miriam Hall ☒ Cyrus Ireland ☒ Kate Gregory-Jennings, <u>Chair</u> ☒ Julie Marshall ☒ Julia Martinez-Plancarte ☒ Suzanne Meenahan ☒ Joe Morelock ☒ Brandon Porter, <u>Vice-Chair</u> ☒ Lynn Montoya Quinn ☒ Doug Rux, <u>Staff</u> ☒ Bayo Ware, <u>Staff</u> Facilitator: Bayo Ware, Community Visioning Coordinator	Community Attendees: _____ _____ _____ _____ _____ _____
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Agenda Items

- ☒ **6:00 – 6:10pm:** Call to Order
- ☒ **6:10 – 6:15pm:** Approval of Minutes
- ☒ **6:15 – 6:45pm:** Forum Review
- ☒ **6:45 – 7:45pm:** Next Steps – Surveys, Information Analysis, Workshop Preparation
- ☒ **7:45 – 8:00pm:** Public Comment
- ☒ **8:00pm:** Adjournment

Calendar

☒ Jan. 23 – School District Conf. Room ☒ Feb. 6 – City Hall Main Floor Conf. Room ☐ Feb. 20 – CPRD Admin Office ☐ Mar. 6 – Newberg Center ☐ Mar. 20 – ☐ April 3 – ☐ April 17 –	☐ May 1 – Newberg Center ☐ May 15 – ☐ May 29 – ☐ June 12 – ☐ June 26 – ☐ July 10 – ☐ July 24 –
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Minutes

Call to Order

- Committee Chair Gregory-Jennings convened the meeting at 6:06 pm and called attendance.

Approval of Minutes

- The Committee approved the minutes from last meeting.

Updates

- Lacey Carroll, due to other commitments, removed herself from the committee. The mayor is looking for a potential replacement.
- Stephanie Findley replaced Patrick Johnson as Council Liaison.
- Timeline Review
 - March 5 – Community Corps Workshop 1
 - April 16 – Community Forum 2: Town Hall

Forum Review

Discussion Points

- Ware gave an overview of the event
 - Attendance
 - Around 70 in attendance
 - Mostly middle aged, only 3 under 15
 - Many veterans
 - Community Corps
 - Only a few signed up, which puts our total volunteers to around 30
- Survey Boards
 - Committee members in attendance thought that the boards were confusing
 - The questions were not clearly connected to the specific topics and the vision
 - The answer choices were not very concrete or easy to understand
 - Rux mentioned that they were not supposed to be concrete because, as the project moves on, the goals, strategies and actions will become more specific

Suggestions

- Ware should have a personal introduction
- Give an overview of the process so participants can understand how their input is used
- Ensure the space is large enough for the expected attendees
- Have had a microphone
- Give a recap at future events
- Advertise that childcare will be provided

Next Steps: Survey

- Ware led a discussion on ways to improve the survey when creating an online and paper format
- Ware will send out survey link to all members
 - Make sure link is be shared and reused
 - Bitly URL with memorable name: anewbeg

Suggestions

- Use the same structure for the other formats: Question, answers with pictures, insert answer

- Do not change the words much for the questions or the answers because it will skew the data that we already have collected
 - Make the tone of the questions a little more positive
- Additions
 - Topic title for each topic question
 - Add clearer subtext of what the answers mean
 - Add optional section for respondents to explain what answer means to them/why they chose that answer (**EX: what do you mean?**)
 - Add intro explanation page: how survey connects to project
 - Add invitation at the end – (**ex: can I count on you?**)
 - Invitation to community corps

Next Steps: Outreach

- Rux discussed using social media to gather pictures from the community of the things they like in Newberg and in other places that we could have in Newberg
- Porter volunteered to create a video to advertise for the survey

Next Steps: Survey Outreach

- Committee members volunteered to hand out online/paper surveys to different parts of community
- Door-knocking
 - Have a post card with info and link if no one is home
- Put hard copy and link at City Hall

Next Steps: Information Analysis

- Ware led a discussion on the survey results analysis
- Rux stated that the Community Corps will use the results to create the following:
 - Topic vision statement
 - Goals, Strategies, Actions (1 sentence each)
- Rux stated that the challenge will be keeping it concise
- The group elected to decide how to use housing, riverfront, industrial land feedback once all of the information collected
- Shane Corsetti may help with data analysis

Next Steps: Community Corps

- The group briefly discussed the format of the workshop

Public Comment

There were no public comments.

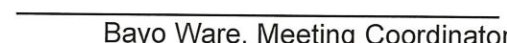
The meeting ended at 7:35 pm

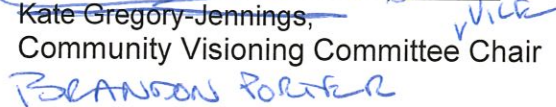
Responsibilities

Who	What	By when
Findley	Survey – The Greens Neighborhood	
Gregory-Jennings	Survey – Providence Hospital	
	Survey – Nut Tree Mobile Homes	
	Survey – Mountain View Mobile Homes	
	Survey – Veritas School	
Hall	Survey – High School	
Ireland	Survey – A-dec	
Marshall	Survey – West side mobile homes	
Marshall, Ware	Survey – Illinois mobile homes	
	Survey – Springbrook mobile homes	
	Survey – Cherry Hill Apartments	
	Survey – Unidos	
Martinez-Plancarte	Survey – Migrant parent meeting	
Meenahan	Survey – NPS Eblast	
Morelock	Survey – Young Professionals	
Porter	Survey – Advertisement video	
Porter, Ware	Survey – Friendsview	
	Survey – Newberg Center	
Quinn	Survey – Noon Rotary	
	Survey – Chamber of Commerce (Buckmaster)	
Ware	Survey – Service Integration Team	
	Survey – hard copy and link at City Hall	Done
	Send Event Calendar and calendar event invitations to Committee	
	Postcard to leave on people's doors	Done
	Have people take pictures of things they like in Newberg and in other places	
	Survey updates on website	Done
	Shane Corsetti – data analysis	
	Trifold – add major events calendar	Done
	Trifold – print out to pass out	Done
	Send out Vision examples to group (send to self, bcc to group)	

Approved by the Community Visioning Advisory Committee this February 20, 2019


 Kate Gregory-Jennings,
 Community Visioning Committee Chair


 Bayo Ware, Meeting Coordinator
 Community Visioning Coordinator


 Brandon Porter