

## Topsham Community Center Minutes for May 11, 2022

Attendance in person: Mark Waltz, Lynn Sirois, Leslie Byrne, Pam LeDuc, Erika McKenney

Attendance Via Zoom: Mary Kate Appicelli and Roger Nadeau      Absent: Steve Kessler

1. Call to order 6:30pm
2. Review minutes from the 4/11/22 meeting- thank you, Steve. Approved with one change to be made. Pam will make the change.
3. Update on membership. No new members. Group discussed people we could all reach out to.
4. Update: check-in, questions, concerns.  
Introducing new members. Pam led the group through the website to find the previous minutes and survey results so new members could have a little history about the group.
5. Update from May 5th Select Board meeting.  
Leslie and Pam gave an update on our action steps and what the next steps are. Explained that we will be waiting to hear from Bob B from Clemson due to the extreme cost difference (compared to other consultants who do needs assessments) and in the meantime will continue to work on planning for the needs assessment. It was also determined that our committee name does not need to change.
6. Ideas for names for Social Media.  
Lots of name suggestions: Create our community, connect our community, connect and create our community, create a connected community, creating a connected community. Will finalize as we get closer to creation.  
Pam will contact Heather H about coming up with a Logo.
7. Organize the groups, stakeholders in the community: Leslie will create a document to organize the groups identified during the Committee brainstorming at the last meeting.
8. Update current Mission Statement:  
Old: The mission of the Community Center Committee is to understand the desires and determine the needs of the Topsham Community for an accessible, affordable, sustainable building that would serve the multi-generational community and foster social connections among Topsham citizens. The Committee will facilitate the inclusion of many stakeholders, including the public, library, and school district, into a process to develop a needs assessment.  
New: *The mission of the Community Center Committee is to understand the desires and needs of the Topsham Community to identify accessible, affordable, sustainable recreational solutions that will serve the multi-generational community and foster social connections among Topsham citizens.*  
Pam will update the mission statement on the website.
9. Ideas and action to consider while we wait to hear from Bob:
  - a. Focus groups- Defined as specific groups meeting with a facilitator to collect answers to specific questions. There will be several over a relatively short period of time. It would be great to have food available for participants.
  - b. Location considerations for pop-ups to gather the general community response- Ideas include: a food truck event and/or linking onto other existing events like fire prevention week. Locations to consider:  
Fire station  
Town office  
Foreside  
Schools
  - c. Responding to survey respondents  
We will plan to do this after August 1st when we hear from Bob and have more to share.
  - d. Other: MaryKate and Leslie are working on a document about TCCC history.
  - e. Meet with 6 Rivers for a tour of their facilities and to hear their plans for the future- Committee members available: Steve, Pam, Lynn and Erica- and maybe Mark W.
  - f. Create a Google doc to organize focus groups- Leslie
  - g. Pam to contact Heather H.
  - h. Update website to reflect change in mission statement- Pam
  - i. Update group contact information- Leslie to bring to the next meeting.
  - J. Mary Kate to create a Doodle Poll for Committee to choose July meeting date
10. Close meeting---- Next meeting June 8 at 6:30