

**Community Relations Board Minutes  
September 10, 2014, 6 p.m. Municipal Building**

**Attendance:** Chair Susanne Wagner, Karen Durham, Annette Sanchez, Robert Taylor, Commission Liaison Steve Silverman, Staff Liaison Susan Morgans, Laura Lilley, assistant PIO, present; Dianne Wainwright, Albert Snyder Dana Hackley, absent.

**Call to order:** Chair Susanne Wagner called the meeting to order at 6:20

**Consideration of Minutes:** August minutes were approved with one correction.

**Citizen Comment:** There was no citizen comment.

**Chair's Report:** Susanne Wagner clarified that residents may comment now to their commissioners on the proposed ordinance regulating animals other than household pets (chickens, bees). There will be a public meeting scheduled a week before any proposed ordinance is put up for a vote, and that will be publicized online. No date has been set.

**Commission Liaison Report:** Steve Silverman reported on how the Commission has decided to appropriate the unassigned fund balance, including items such as deer management, private streets and a consultant to create the historic preservation board's proposed local historic district ordinance.

**Staff Liaison Report:** Susan Morgans reported that Karen Johnson has resigned as Outreach Executive Director. Susanne Wagner will find out who might be a good substitute panelist for the forum.

**Topic of the Month—Forum:** Plans are well under way for "*Finding Help in Mt. Lebanon: A Living Better Forum*," to be held Wednesday, November 12, from 7-9 p.m. in the Commission Chamber.

Susan Morgans will not be at the forum, but Laura Lilley, Rita Levine and other staff members will be there. Susan will be sure everything is ready to go before she leaves town Saturday prior to the forum. Susan also will help Susanne Wagner prepare her introduction of Mary Robb Jackson, the forum moderator.

Posters are ready to be distributed in both print and digital format. Thanks to Bob Taylor for his help with the poster design.

Karen Durham and Annette Sanchez have prepared a good list of general questions. We will make it clear that some of the questions provided to the moderator were prepared by the board based on public input and that not all questions are from people in the room. Susanne will share the questions with Mary Robb Jackson prior to the forum so she gets an idea of what to expect.

The public information office has sent letters and "blurb" to schools, churches, clubs, etc. and asked to have the forum mentioned in newsletters and at meeting. The new Junior Commissioner will announce the forum at Student Council and has asked the school newspaper to do a story on it. The PIO will send out news release about the forum and try to generate stories about it in October.

Susan Morgans and Bob Taylor will prepare a program for the event. Rita Levine will take care of the arrangements for the reception, but she will need some help from Susanne regarding what sorts of food, drink to purchase.

**Other Business:** Board sends good wishes to member Dana Hackney, who is recovering from an accident.

**Adjournment:** Next meeting is Wednesday, October 8, at 6 pm in the municipal building. The meeting adjourned at 7:06.

