

Lakewood Community Relations Advisory Commission Minutes

July 10, 2018; 6:30 PM; Lakewood City Hall, 12650 Detroit Ave.

In attendance were: Rachel Donaldson (Co-Chair), Jessica Sloan (Co-Chair), Andrew Morris, Chitra Walker, Gabrielle Jackson, Barbara Howell, Bernadette Elston, Erik Meinhardt, Harry Lader (Secretary), and Melissa Garrett (Community Relations Specialist).

Not present were: Gary Rick, Tariq Ata, and Sam Gantous. We have a quorum (minimum of seven members).

OLD BUSINESS

The minutes from our last meeting on June 12, 2018 were approved unanimously.

NEW BUSINESS

LCRAC Committees

- **Publicity/Marketing-** write articles for Lakewood Observer, create and distribute flyers, promote events on social media. Barbara (articles for the Lakewood Observer and Lakewood Patch), Gabrielle (marketing and social media), Gary (marketing and organization outreach).
- **Events/Logistics-**secure venues, solicit food donations, coordinate with community groups, as needed (subcommittee: speakers and panelists, entertainment/activities). Harry (food), Chitra (food), Andrew (speakers/panelists)

-The following members need assignments: Sam, Erik, Bernadette, and Tariq.

- Our marketing committee, Barbara and Gabrielle, will create multiple releases on social media such as our Facebook page, Lakewood Patch, and the Lakewood Observer for our Welcome to Lakewood event on October 17. Gabrielle will contact elected officials to determine the best way to contact new residents. Barbara will be writing an article for the Lakewood Observer and will send to all members for feedback prior to submission.

-Melissa will contact vendors, LakewoodAlive, send releases to 500 new homeowners, and provide the release to landlords who will be attending the September 12 Landlord Training seminar.

-Rachel to contact John Litten (Ward 3) about best way to contact new residents.

-Lakewood Community Facebook page has 7,800 followers; the Lakewood Ohio Facebook page has 9,200 followers; the real Lakewood community Facebook page has 1,700 followers; faces of Lakewood, just photos, has 4,400 followers; Lakewood Citizens Facebook page has about 5,000 followers; Lakewood Patch has 3,500 followers. It is possible to post content on a Facebook group, but not on a Facebook page.

Upcoming LCRAC events

-Welcome to Lakewood, Wednesday, October 17, 2018, 6:00 - 8:00 PM at Garfield School. Rachel will secure the event location for Garfield.

-LCRAC Happy Hour event to meet informally with the Mayor and Council members. Gabrielle to contact Dan O'Malley (Ward 4 council member) for suggestions on venue and a date for August. She will get the information to Jessica by July 23. Possibly have LCRAC Happy Hour once per quarter for each of the four wards.

-LCRAC Retreat to discuss goals. We should wait until after 2019 to have a retreat since many appointments will expire in December 2018. We should have some new members joining us then. Those members who wish to continue on the commission should reach out to those who appointed them during the month of September and let them know that they wish to continue on the board.

Upcoming LCRAC meetings

Next LCRAC meeting is scheduled for Monday, August 13, pending members' availability and will resume meeting on the second Thursday of each month starting in September.

Miscellaneous

-LakewoodAlive Community Forums meeting July 17 at 8:00 AM at Panera. Andrew and Chitra plan to attend. Chitra and Jessica will try to attend their regularly scheduled meetings.

-Lakewood Community Festival will be held September 8 from 11:00 AM to 5:00 PM at Madison Park. Chitra plans on being there.

- LCRAC reporting to the City Council: Melissa said that there is no need for a formal yearly report. With Cindy Marx no longer a liaison for our commission, we currently have no liaison with City Council and there is no formal process to appoint one. Jessica will send an e-mail request to the City Council President to determine if a council person wants to be a liaison with this commission for matters of significance.

-Appointments for co- chairpersons and secretary expire in August. We need to elect new officers for our next meeting. Harry has decided not to continue as secretary and will not be requesting a continuation to this committee.

Meeting adjourned at 7:45 PM.

Submitted by: Harry Lader, Secretary, August 10, 2018