



# CITY OF WORTHINGTON

## Community Visioning

### Visioning Committee (VC) Scope Meeting #1- 9/23/19

1. Review Sunshine Law for Public Records/Public Meetings (Robyn Stewart/Tom Lindsey)
2. Review of Scope, Draft Attached (Lauren Falcone)
  - a. All phases, add/delete
  - b. Formalize roles of chair/vice-chair/committee in scope
  - c. Assign VC members to tasks
3. Election of Chair, Vice Chair
  - a. Proposed Role of Chair (suggestions)
    - i. Set meetings/agendas
    - ii. Preside at meetings, moderate consensus of group and move forward with objective opinion
    - iii. Sets the "tone"
    - iv. Highly visible representative of VC in community
    - v. Provide leadership on the project
    - vi. Monthly correspondence with Council (written & in person?)
    - vii. Monthly correspondence with Staff (written)
    - viii. Perform other duties required or customary to this position and any additional duties assigned by VC
  - b. Proposed Role of Vice Chair (suggestions)
    - i. Preside at meetings in the absence of the Chair
    - ii. Assist Chair with managing the VC, meetings, agendas
    - iii. Perform such other duties as required or customary to this position and any additional duties assigned by VC
  - c. Open nominations during this meeting, paper vote at next meeting (PDG will make sure all members get to make nominations and vote, if not at first or second meeting)
4. Chain of Communication
  - a. Do we want a flow chart?
  - b. Monthly reports to Council
    - i. Responsibility of Chair/ Vice Chair
    - ii. Or rotate through members of VC (each month)
5. Bang the Table software
6. Discussion of Branding Project
  - a. Tagline, Logo?