

BFAC Moderator's Committee (MC) Meeting via Zoom
Wednesday, February 2, 2022
Minutes

Present: David Pollak (Chair), Petra Bignami, Ben Franco, Janet Gelbart, Mike Toffel
Absent: David Kirshner

This organizational meeting to discuss methodology for Phase 2 of the committee's work was called to order at 7:00 p.m. Committee members were asked to reflect on the work that had been done over the summer, whether or not it satisfied the committee's charge, and thoughts for how to proceed.

Reflections on Phase 1

- phase 1 process was an efficient balanced interview and reporting exercise
- lengthy and interesting discussions but not a lot of information on how each board or committee had responded to the BFAC recommendations
- report would be more coherent if organized around themes instead of specific BFAC recommendations
- focus should be on the Select Board, School Committee and Advisory Committee
- other groups (EDAB, Planning, CTO&S and Audit Committee) should be contacted for updates but not necessarily asked to participate in public hearings
- Goal is to determine if BFAC's message got through. Where does each group stand on an implementation spectrum? Can it be boiled down to a simple graphic?

Process for Phase 2

- start from what was learned before – send each board/committee a copy of the Phase 1 report with their responses highlighted and ask for a brief update if any
- ask each board/committee to complete a spreadsheet which indicates progress to date on each recommendation discussed in phase 1 report:
 - 0 = no substantive discussion of the recommendation at a public meeting
 - 1 = had a substantive discussion of the recommendation at a public meeting but reached no decisions
 - 2 = as a result of discussions at a public meeting, decided to accept recommendation; progress is detailed in meeting minutes
 - 3 = as a result of discussions at a public meeting, decided to reject recommendation; explanation of why is detailed in meeting minutes

Action Items

- Petra to create separate versions of the Phase 1 report for each board/committee highlighting their responses
- Janet to create separate spreadsheets for each board/committee containing only those recommendations they had commented on previously
- David, Ben, and Mike to contact each board/committee to give them a heads up on the process; each will be given two weeks to submit their responses

Committee hopes to complete its work by the end of March. Future meetings will most likely occur on Wednesdays at 8 p.m. on a schedule to be determined.

Meeting adjourned at 8:45.