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**CONNECTICUT RIVER GATEWAY COMMISSION**  
**Community Relations and Public Outreach Committee**  
**SPECIAL MINUTES**

DATE: June 20, 2024

- 1) Call to Order – Chair called the meeting to order at 5:00 pm
- 2) Attending: Greg Futoma, Chair; Susie Beckman, Clayton Penniman, Kathleen Perzanowski; Jerry Roberts, Suzanne Thompson.
- 3) Communications Budget
  - a) A draft budget for Communications Committee activity in FY 2024/2025 was reviewed. Budget expenditures are projected to be in line with the previous year's request. Three principal categories were included: expenses related to maintaining and updating the Commission website; marketing assistance; and events/education material production.
- 4) Fall Connecticut River Excursion
  - a) Preliminary plans were discussed for a RiverQuest boat trip north on the river in conjunction with the Connecticut River Museum. An October time frame was identified, as swallow boat trips make September cruises generally unavailable. A sub-committee will coordinate date selection; an on-boat agenda to discuss Commission goals while viewing the riverside, and refreshments. Town officials, land trusts and conservation organization partners will be considered for the invitation list.
- 5) General Marketing Activity
  - a) The committee will consider possibly replacing a basic general audience brochure explaining the Commission's mission with a tri-fold publication. Clayton Penniman and Suzanne Thompson will work on an expanded website section on riparian buffers and native plantings.
- 6) The meeting adjourned at 6:13 pm.