

Ad Hoc Town Seal Committee
Meeting Minutes
May 13, 2025, 5pm
Virtual meeting

Present:

Holly Gardner, *Chair*
Peter Cook, *Vice Chair*
Chris Nagle, *Clerk*
Sue Lichtenstein, *Member*
Isadora Medley, *Member*
Apryl Shenk, *Alternate*

Called to order at 5pm.

Approval of Minutes

Minutes from 4/24/25 meeting approved.

Public Comment

Holly noted that the town seal budget was approved at Town Meeting on 5/3/25.

New Business

Stakeholder Communication

It was agreed that there will be two methods of communication: email and print card. An email survey will be sent to all stakeholder groups for which we have email addresses. A print card will allow the survey to be completed on paper, and also have a QR code which will send people to the online survey if they prefer.

Committee Mandate and Survey Questions

Next, wording for the committee mandate and survey questions was discussed. Sue noted that the Commonwealth of Massachusetts has launched a website about the new state seal, motto, and flag. She shared language that could also be applicable to our project.

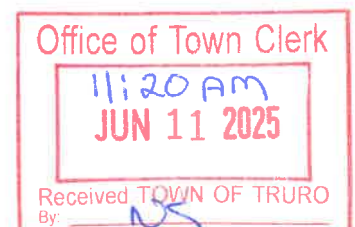
The group coedited a draft of the mandate together.

Then the group coedited a draft of the survey questions together.

The working draft of both pieces will be updated by Isadora for the next meeting on 5/29/25 based on committee discussion.

It was decided that the survey form will gather participant names and email addresses as optional fields. There will be a short line of language encouraging participants to share this information.

Designer Selection



Designer outreach was discussed. Isadora shared the email language she used to request information from designers for others to use in their outreach. It was decided that designer proposals will be the main agenda item at the next meeting on 5/29/25.

Next Steps

Each committee member will bring designer proposals to the next meeting for discussion. They will also bring any updates they have to the mandate and survey question language.

Adjournment

The meeting was adjourned at 6:10pm.

A handwritten signature in black ink, consisting of a stylized 'J' followed by a horizontal line that tapers off to the right.