

## New Portlanders Policy Commission Meeting Agenda

Date: 08/06/2024

Time: 6pm-7:30pm

### Agenda:

#### Welcome

#### 1. "Desert Island Scenario":

Pose the question, "If you were stranded on a desert island and could only bring three items with you, what would they be and why?"

#### 2. New Selected Members

- Announce and introduce newly selected members.
- Discussion on any immediate onboarding needs or questions.

#### 3. Fact-Check Document and Onboarding Feedback

- Review and fact-check the onboarding document.
- Collect feedback and ideas for improving the onboarding process for new members.
- Welcome packet, including the link to meeting notes.
- The scheduled Monthly meeting dates when and where will the meetings be?
  1. Suggestion to have the meeting be the first week of every month (Tuesday) 6pm-7:30pm (Not voted on)
  2. Suggestion creating a WhatsApp chat or Teams for NPPC updates and check in for only NPPC meetings and reminders to hold accountability. (Not voted on)
- Explain goal and purpose of the committees.
- How does the voting happen and what the different positions.
- Rights and responsibilities acknowledgement.
- Connect current member with new members.

#### 4. Commission Positions

- Discuss available positions within the commission:
- Suggestion not voted on:
  1. Secretary: Admin and note taking and food order for meetings
  2. Co-Chair: self-nominations or other member nominations.

3. Suggest discussing this position when budget allocated (Treasurer: oversee spending and event sponsorship and event creation. Food order for meetings?) check with Ocean regarding city policy around that.
4. Social media coordinator: capacity of keeping it up and updated. - Racheal

- Members to express interest in specific roles.

#### **5. Elections**

- Conduct elections for commission roles, including Chair and Co-Chairs.

#### **6. Commission logo, or social media page?**

- Suggested to create a logo – Hire a professional to complete the logo – schedule a meeting with the NPPC.
- Social media page: Intsa, Facebook, LinkedIn

#### **7. Welcome Week 2024 Schedule**

- Review and finalize the schedule for Welcome Week 2024.
- Discuss flyer design and event promotion strategies.

#### **8. NPPC Table at Welcome Week Opening Ceremony**

- Plan for NPPC representation at the Welcome Week 2024 opening ceremony.
  1. Rachel, Massarra, Baher, Sahar, Jorge, Bernal
- Assign tasks for setting up and managing the NPPC table.

#### **9. Event Representation**

- Identify members who are interested in speaking or sharing thoughts at Welcome Week events.
- Discuss potential speeches or talking points on community involvement and welcoming week themes.

#### **10. Community Performers**

- Discuss potential community performers for Welcome Week events.
- Confirm budget of \$500 for a 25-minute performance.
- Share contacts and finalize performer lineup.

#### **11. Open Discussion**

- Address any additional topics or questions from members.

## 12. Next Steps and Closing

- Summarize action items and assign responsibilities.
- Confirm the date and time for the next meeting.