

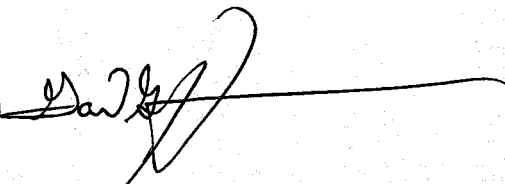
**Internal/External Committee Meeting
Tuesday, April 2, 2019**

Committee Council members present: Chair Gail Griffin, Kathleen Zech, Amy Richter arrived at 7:08PM and James Sunderhaus arrived at 7:15 pm. Other Council members present: RaeJean Hardig and David Voss. Law Director -Kimberlee Rohr was also present. Members of the community present: Debbie Slaughter and Kerry Smith.

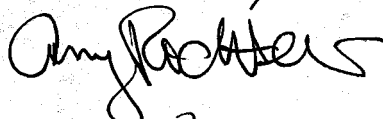
The meeting was called to order at 6:45 pm, by Chair Griffin. The purpose of the meeting was to discuss the position of Public Information Associate (PIA) and updates to the website. The discussion included a list of items previously discussed for the PIA which included updating social media sites, promoting upcoming events and developing a city brand among others. It was noted that some of the items are being handled by current members of the administration but, the need for a PIA should still be considered. There was also a discussion regarding upgrades to the website which included news, photos, a business page, making the site searchable, department updates and others. After much discussion it was decided that the next step was to obtain costs for the website upgrades suggested and continue the discussion of the PIA. Another meeting will be scheduled to discuss upgrade costs, the PIA and a social media policy.

The meeting was closed at 7:17 pm.

**Respectfully Submitted,
Gail Griffin/Chairperson**



Amy Richter



Kathleen Zech



James Sunderhaus