

**NEWPORT CITY DOWNTOWN RENAISSANCE PROJECT  
WORKING GROUP MEETING**

**1:30 – 2:30pm ~ January 3, 2007**

		<i>Action Requested</i>	<b>Next Steps</b>
1:30 – 1:40	<b>Welcome</b> 1. Coordinator’s report: – Outreach – Media – Resource Development	<i>Ideas for ‘name the downtown organization’ contest</i>	
1:40 – 1:50	<b>Working Group Report: Assets, Needs and Next Steps</b> 1. News 2. List Newport City Downtown’s assets 3. List Newport City Downtown’s needs 4. Nominations for additional members for the Working Group and/or board of directors	<i>Recruit volunteer for nominations</i>	
1:50 – 1:55	<b>Board of Directors</b> 1. Registration as non-profit with the State of Vermont 2. By-laws review	<i>Recruit volunteer to help draft by-laws for organization</i>	
1:55 – 2:25	<b>Newport City Downtown Summit (January 24<sup>th</sup>, 6pm – 9pm)</b> 1. <u>Goal</u> : to establish a vision for Newport City’s Downtown in the 21 <sup>st</sup> century 2. <u>Objectives</u> : to inform the community of the VT Downtown Program; create a vision statement for the Newport City renaissance project; establish working committees; draft workplan for 2007 – 2012 with short-term and long-term goals 3. Invitation list 4. Media outreach 5. Program development	<i>a) identify moderator b) assign responsibility for invitations to VIPs c) assign responsibility for catering d)</i>	
2: 55 – 3:00	<b>Did we accomplish objectives of meeting?</b> <b>Were new issues raised?</b> <b>Next steps?</b> <b>Next meeting:</b>	<i>Review ‘next steps’  Adjournment</i>	

Working Group Meeting Schedule:

- THURSDAY, January 11<sup>th</sup> at 1.30pm
- TUESDAY, January 16<sup>th</sup> at 1.30pm
- TUESDAY, January 23<sup>rd</sup> at 1.30pm