

**Highland Lake Leadership Team
Education and Outreach Committee
January 5, 2021 Notes**

In attendance:

Gretchen Anderson	Amanda Pratt
Ali Clift	Ashley Krulik
Nancy Lightbody	Heather Huntt
Thomas VerLee	Dennis Brown

Previous minutes (12/15/20) moved by Tom, seconded by Dennis, approved unanimously.

Reviewed reformatted E&O Plan:

- Plan timeline –
 - o We should be thinking ahead to determine available resources and need to make sure that volunteers are comfortable with assignments (public engagement, writing, etc.)
 - o Gretchen and Ashley can assist with development of materials to reduce HLA hours and ensure consistency
 - o Conduct annual evaluation of the plan at the end of each fiscal year
 - o Develop Phase II in 2024
- Prioritizing plan items
 - o Current plan may require too many hours for FY21 – need to review items, determine top priorities, and push some items further down the timeline
 - o Need to align watershed plan priorities with E&O priorities
 1. Roads (outreach to associations and residents)
 2. Horse farms
 - o E&O Priorities
 1. Private Roads
 - 97 total hours estimated
 2. Remove items form Yard Erosion / Shoreline Buffers (will be included within 319 grant project)
 - Yard Erosion – 306 hours estimated
 - o Prioritize Lake Friendly Living Tips
 - o Move BMP + Cost Benefit handouts to FY22
 - Shoreline Buffers – 233 hours estimated
 - o Prioritize Mythbusters handout and HLA website slideshow
 - o Move Garden Center outreach and Planting Fact Sheet to FY22
- Next steps:
 1. CCSWCD to edit plan and email to group for feedback – no need to meet if there are no major edits
 2. Bring plan to HLLT for approval
 3. Determine official approval process for each community

Next Meeting: 3 pm on January 19th (will only have meeting if plan hasn't been approved via email)