

# Muller Plaza Taskforce – Meeting Notes

11am Zoom – April 26, 2023

Attending: Mayor, Sean Lewis, Danielle McMullen, Tom Brindley, Tamara Sines, Kaler Carpenter, Linda Drake, Alexander Douglas, Darragh Brady, Patrice Macaluso, Emily Falco, Kerri Harrington

Mayor presented:

- goal – creation of an entertaining and engaging space for 8 hours per day
- timeline - end of May through late-September
- production requirements – on-site assistance and security
- presentation – concierge service and info

Discussion followed:

- Participant Outreach / Partnerships – Need to identify those we can contact for participation. Among those: CANO, OWL, HML, School District for showcase of student talents – NEEDED: Informational sheet (Mayor to provide)  
Danielle suggested Syracuse model  
Patrice and Darragh suggested modification to the space and Darragh will send all an email with sketch.
- Review and Scheduling – Kerri summarized permit process and need for calendar and flexibility if space is reserved – noise is not a likely concern, but safety and security is a challenge that will need a solution.  
NEED a simple mechanism for scheduling. Geoff Doyle had a suggestion – Mayor to follow up. Once calendar has a portal, link can be shared with Chamber, City, and others.  
PRIORITY: Scheduling cannot add to the current workload of city staff.
- Personnel and Responsibilities – Tables and chairs. Where do we store? (Clarion?)  
Assistance/ Plaza authority (TBD) would prepare and maintain area, and break-down in evening. Mayor to contact Alan Sessions of CDO Workforce
- Funding Sources – Mayor has reached out to Community Foundation (July 1 funding).  
Will need to identify short term option. (\$15-20,000)
- Recruitment and Promotion – Posters, Links and QR code to share

Next Steps

- Kerri to set up Google Doc / Drive
- Kaler to work with churches and orgs for tabling
- Patrice and Darragh will follow up with emailed sketch of Muller layout

Next Meeting - TBD