



City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Agenda - Approved

PRESIDENT'S WORK GROUP TO REVIEW COUNCIL COMMUNICATION TOOLS & PROCESSES

Thursday, December 5, 2019

12:15 PM

Room 206, Madison Municipal Building
215 Martin Luther King, Jr. Blvd.

Note: Quorum of the Common Council may be present at this meeting.

If you need an interpreter, translator, materials in alternate formats or other accommodations to access this service, activity or program, please call the phone number below immediately.

Si necesita un intérprete, un traductor, materiales en formatos alternativos u otros arreglos para acceder a este servicio, actividad o programa, comuníquese inmediatamente al número de teléfono que figura a continuación.

Yog tias koj xav tau ib tug neeg txhais lus, ib tug neeg txhais ntauv, cov ntaub ntauv ua lwm yam los sis lwm cov kev pab kom siv tau qhov kev pab, kev ua num los sis kev pab cuam no, thov hu rau tus xov tooj hauv qab no tam sim no.

Contact: Lisa Veldran, Legislative Services, Common Council Office, (608) 266-4071 or lveldran@cityofmadison.com

The work group may at any time move to suspend Robert's Rules of Order and stand informally to allow open dialogue and discussion among its members and the public in attendance on any agenda items listed as "Discussion Items" or "Updates".

1. CALL TO ORDER / ROLL CALL

2. APPROVAL OF MINUTES

Approval of the November 14, 2019 President's Work Group to Review Council Communication Tools & Processes meeting minutes:
<http://madison.legistar.com/Calendar.aspx>

3. PUBLIC COMMENT

4. DISCLOSURES AND RECUSALS

Members of the body should make any required disclosures or recusals under the City's Ethics Code.

DISCUSSION ITEMS

5. [58572](#) Discussion Item: Review Goals & Objectives (Updated by Ald. Foster)
Attachments: [11/14/19 Work Group Goals.pdf](#)
6. [58214](#) Discussion: City Communication Channels, Content Shared, Frequency
Attachments: [11/14/19 Communication Content Spreadsheet.pdf](#)
7. [58565](#) Discussion Item: Inbound Communications
Attachments: [11/25/19 Email Re Leaf Collection Communication Points Example.pdf](#)

8. **ACTION ITEMS / NEXT STEPS**

9. **ADJOURNMENT**

UPCOMING MEETINGS

December 19, 2019 @ 12:15 p.m., Room 206, Madison Municipal Building

January 9, 2020 @ 12:15 p.m., Room 206, Madison Municipal Building

January 23, 2020 @ 12:15 p.m., Room 206, Madison Municipal Building

February 13, 2020 @ 12:15 p.m., Room 206, Madison Municipal Building

February 27, 2020 @ 12:15 p.m., Room 206, Madison Municipal Building

March 12, 2020 @ 12:15 p.m., Room 206, Madison Municipal Building

March 26, 2020 @ 12:15 p.m., Room 206, Madison Municipal Building