

**Royal Oak 2020 Census
Complete Count Committee**

Minutes from Feb. 6, 2020

**Mahany/Meininger
3500 Marais Ave
Royal Oak, MI 48073**

Members Present –Wanda Warsinski, Bernadette Beach, Kit Frohardt Lane, Tom Allen, Bruce Weaver, Theresa Tejada

City Liaison: James Krizan

Absent: Royetta Elba, Larysa Blyzniuk

1. Call to Order at 5:36 by Beach, chair.
2. Public Comment: None.
3. Approval of Agenda: Motion to approve the agenda by Warsinski, seconded by Tejada. All in favor.
4. Approval of Minutes from previous meeting: Motion to approve the minutes from January 22, 2020 by Warsinski, seconded by Frohardt Lane. All in favor.
5. Unfinished Business:
 - a. Yard Signs: Beach purchased 200 signs to account for shipping and keep the total cost under \$1,000. Allen finished a design for the yard signs and sent Beach the file for ordering. They will be mailed to Beach's house and have to be assembled before they are ready to installing. Beach will follow up with Weaver to get a map and include Allen on the email. She will also send out possible dates and times for people to meet to assemble the signs. Frohardt Lane, Warsinski, and Tejada volunteered to assemble signs. Volunteers to help install the yard signs will be recruited from NextDoor and use the State of the City list usergroup, who are a group of approximately 100 engaged people. The plan is to meet at the library from 10-2 and have a table to distribute signs to volunteers. Allen shared that it would be nice to get the permission of apartment owners to put signs on their property and this work, in addition to determining where to put signs, can be determined in the Apartments subcommittee. Warsinski stated that Shrine declined having a yard sign in their property.

- b. Apartment and Condo Subcommittee. Allen stated that a letter is needed to send to the apartment owners. Beach suggested that Weaver is very good at writing a letter since he put together something for the March edition of Insight quickly. The committee will prioritize locations to place yard signs, using total number of units as one possible criteria. Additionally, they will identify rights of way where permission is not needed.
 - c. Poster Distribution: Krizan still has about 70 hard copy posters. Beach stated that churches want flyers instead of posters and Warsinski needs about 150-200 flyers.
 - d. Social Media and Website: Scheduled posts are still coming, but noting has been posted on Next Door. Allen stated that the website is live and there is a message to join the committee to contact Beach. Allen will change it to list the census@romi.gov email address, and Krizan will approve the change and he monitors the email address.
6. New Business
- a. Report from Subcommittees:
 - 1. Seniors: Warsinski will be going to 5 events in the next few weeks at Barton Towers, Royal Oak Manor, Village of Royal Oak, and Royal Oak House. She did Walton Wood and there are also two facilities that mostly have power of attorneys. She needs to find resources for people that speak Russian. Paige Gambarski would be another person with the City to reach out for senior outreach.
 - 2. Schools: there is a kindergarten round-up at St. Mary's coming up that Warsinski can attend.
 - 3. Churches: Beach has been going to the Open Hands pantry at St. John's and has been sharing information about absentee ballots and the census.
 - 4. Events: Beach will make a presentation at the February 24 City Council meeting. The banner at the library would be moved to the auditorium to attract the people attending the stormwater utility workshops on the 29th. There are food truck rallies on the 2nd Wednesday of the month.
 - 5. Tejada sent a letter to the editor to the Royal Oak Review but got no response. She will forward the letter to Krizan to see if they could nudge them.
7. Any other topics requiring discussion
- a. The chamber of commerce has confirmed that there will be a message on the electric sign on Woodward. To get messages on the school signs, it might be more advantageous to go to the superintendent.
 - b. Tejada will see if there are any OCC events to participate in.
 - c. Warsinski will invite Beach to the next Interclub Council and will send out contact information for the various clubs so that Royal Oak Complete Count Committee members can attend.
 - d. Weaver stated that he has someone working on a dot matrix map of apartments and condos and will have it done soon. It will also include major roads and census tracts. This will identify clusters of apartments and condos to prioritize yard sign locations. It could also identify major intersections near apartments and clusters of census tracts with low census participation. The map will show clustering, and the addresses can be gleaned from the list of apartments and condos, but the map will not state exactly where to place a sign. Tejada stated

that not only do the locations of the signs need to be determined, but also a strategy to divide the locations among the various volunteers. Weaver added that a strategy to retrieve the signs after the census is over also needs to be made. Beach added that clear directions for volunteers that define the right-of-way must be drafted. Allen stated that he thinks there should be a subcommittee meeting to develop the strategy. Krizan will print out maps of the city from the clerk's office for the next meeting. He clarified that city parks are ok to place signs and medians, except Woodward, are also ok. The schools property belongs to the schools so permission would be needed to place signs.

8. The meeting was adjourned at 6:35 pm.

9. Next Meetings

a. March 5, March 19 all at 5:30

