

Global Troy Advisory Committee Minutes – May 10, 2023

A public meeting of the Global Troy Advisory Committee was held on Wednesday, May 10, 2023. The meeting was held at Troy City Hall Lower Level Board Room at 6:00 pm. Chair Ethan Baker called the meeting to order at 6:05 PM.

Present:	Mayor Ethan Baker	
	Lisa Bica-Grotsky	
	Daniela Natcheva	
	MiVida Burrus	
	Sadia Cheriguene	
	Philippe Cicchini	
	Suneel Sekhri	
Absent:	Edward Chezick	
	Carolina Noguez-Ortiz	
	Syeda Mohideen	
	Awni Fakhoury	
Also Present:	Meg Schubert, Assistant City Manager, City Staff Liaison	
	Torri Mathes, Communications & Engagement Director	

Approval of Minutes – March 15, 2023

Resolution # GTAC 2023-05-01
Approval of Meeting Minutes for March 15, 2023

Motion MiVida Burrus
Second Lisa Bica-Grodsky

RESOLVED, that the Global Troy Advisory Committee approves the minutes of the March 15, 2023 pending the correction of the date located on page 3.

Yeas 7
Nays 0

Old Business

A. None

Regular Business

B. Introduction of Torri Mathes, City of Troy Communications and Engagement Director

Torri was introduced to the group as the new Staff Liaison. Torri's contact information was shared with all group members via email. Meg Schubert's recent promotion to Assistant City Manager was discussed. The transition of the Staff Liaison position from the "Assistant to the City Manager" to the "Communication and Engagement Director" was talked about with the group. This transition is designed to assign the role as Staff Liaison to the group to a career-based position which will likely experience less turn-over and thus provide more consistent leadership for the committee.

C. Sub-Committee Update

I. International Day

- There was discussion regarding the new layout for the tent where the event venue will be held.
- The lineup of performances have been extended to 30-minute intervals as it was difficult to find groups to perform for shorter time periods.

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- Discussion of volunteers needs
- Lisa is still looking for an MC volunteer, sound/music management volunteer, and back-stage coordinator volunteer.
- **Philippe to volunteer as the MC for the event.**
- Discussion of outreach groups at Troy Days.
- Lisa shared that there are still opportunities/openings for different outreach groups to be at the tent venue.
- Discussion of the event stage and size.
- Lisa is still awaiting the dimensions for the stage but it was stated that it will be smaller than prior years.
- **Torri to follow up with DPW on what the stage dimensions will be**

II. Lunch and Learn Sub-Committee

- Discussion regarding the purpose and goal of the Lunch 'n' Learn events
 - **Sub-committee to develop a clearer plan and provide a breakdown of each lecture for staff liaison to present to the City Manager's Office**
- Discussion of new Troy staff (Torri and Heather) initiatives being worked internally regarding DEI within the city
- Discussion of HR rep attending a GTAC meeting as a guest at a later date
 - **Torri to coordinate with HR after GTAC clarifies its plan for the events**
- Discussion of budgetary items for the Lunch 'n' Learn events
- GTAC attendees discussed that they will reach out to potential vendors to see if they can get those items to staff now otherwise staff will focus on general GTAC swag and standard event items at this time (e.g. cases of water, banners)

III. Communications

- Have not had a meeting yet. Sub-committee to discuss amongst themselves for their next meeting
- Suggestion made by Torri to hold a facilitated discussion with the Marketing sub-committee for GTAC on "What they are in the business of doing?"

D. Promotional Material Discussion

- a. T-Shirts and Polos- Items are ordered

- b. Stage back-drop and Free-standing banner
 - Torri to bring design concepts for the following:
 - 5-6ft pull up banner
 - E.g. General/Flag of the world/"Welcome to..."
 - E.g.Lunch 'n' Learn
 - Horizontal (back-drop) banner
 - E.g. General/Flag of the world/"Welcome to..."
 - E.g.Lunch 'n' Learn
 - Table cloth, fitted and regular
 - E.g. General/Flag of the world/"Welcome to..."

E. Budget Update

- Discussion of other items to purchase
 - Cases of water
 - Fitted table cloth
 - Regular table clothes with clips
 - Ponchos
 - Chip clips
 - Extra back-up set of mini flags

Other Business

- Discussion of meeting schedule and frequency
- Currently, GTAC meets bi-monthly- Daniela proposed that the group begin to meet monthly. Other committee members discussed this proposition, and decided that changing the frequency of meetings could affect membership, as it changes the time commitment committee members are expected to uphold.
- There was then discussion around adding Special Meetings as needed.
- The group then took a vote to add a Special Meeting on June 21st at 6:00 pm. The purpose of the Special Meeting is to discuss/approve the designs for committee

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banners and table clothes. Additionally, the group will check in on the status of the Lunch and Learn initiative.

Approval of Special Meeting

Resolution # GTAC 2023-05-02

Approval of Special Meeting June 21st at 6:00 pm in the Lower Level Conference Room of Troy's City Hall.

Motion MiVida Burrus

Second Daniela Natcheva

RESOLVED, that the Global Troy Advisory Committee approves the addition of a Special Meeting on June 21st at 6:00pm in the Lower Level Conference Room of Troy's City Hall.

Yeas 6

Nays 0

- The group then discussed moving the Regularly Scheduled September Meeting from Wednesday, September 20th to Tuesday, September 19th. This change was proposed due to a scheduling conflict Member Lisa Bica-Grotsky has. Lisa is the Chair of the International Day Sub-Committee, and also the GTAC Liaison on the Troy Daze Committee.
- The September meeting is critical as it is the meeting where GTAC members discuss the execution of International Day. Having Lisa present at the September Meeting is crucial when it comes to providing the group with updates from the Troy Daze Festival.

Approval of Special Meeting

Resolution # GTAC 2023-05-03

Approval to reschedule the Wednesday, September 20, 2023 Meeting to Tuesday, September 19, 2023 at its regularly scheduled time of 6:00pm.

Motion Daniela Natcheva

Second Philippe Cicchini

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RESOLVED, that the Global Troy Advisory Committee approves the rescheduling of the Wednesday, September 20, 2023, Meeting to Tuesday, September 19, 2023, at its regularly scheduled time of 6:00pm.

Yeas 6

Nays 0

Public Comment

None

A Motion to Adjourn was at 7:27 pm.

Motioned by Lisa Bica-Grotsky

Second by Suneel Sekhri

The next regular meeting of the GTAC is scheduled for Wednesday, July 12, 2023 at 6:00PM.

DRAFT

Chair Mayor Ethan Baker

Torri Mathes, Communication and Engagement Director