Main Street Initiative Steering Committee  
Minutes  
March 31, 2011

Absent: Michael Kyle  
Guests: Anna Scaramuzza and Scott Godfrey, IR&E

Steve asked Scott and Anna to discuss the Form Creator data and how these data might be used. Scott and Anna presented “Feedback on the Main Street Steering Committee’s Preliminary Report of Programming Options.”  
The collection of Form Creator responses precedes Nathan’s student team work. The students will code the collected data.  
Scott and Anna can provide a general explanation of why proposals (in general, not in specific) were seen as likely to succeed or not. From this they can extract characteristics of proposals that are seen as most likely to succeed.  
Students will begin coding this week with the intent of having a report for the Main Street Committee by April 28th.  
Nathan thinks the students’ work will allow a preliminary report to the Main Street Committee at its next meeting (April 14th). This will signal the committee whether portions of the preliminary document need revisions, additions or deletions. The committee will look most closely to identify any new ideas that it might consider.

The committee discussed how the results from this on-line solicitation will influence/affect the final report.

Steve will give access to the Form Creator results for committee members’ review.

There was an extensive discussion about how to craft the final document that goes to the president. There was a strong intent to be sure this document reflects the diverse views that have emerged in the process.

There was a consensus around the notion of a three part submission to the president: a slightly modified version of our preliminary report (reflecting any significant findings from the student project team submission), a summary of findings from the community input, and a cover letter explaining the committee’s understanding of its work and the final submission.

The meeting adjourned at 4:40. NEXT MEETING APRIL 14th.

Respectfully Submitted,  
Bruce R. Dalgaard