



8.

CITY OF CAMBRIDGE • EXECUTIVE DEPARTMENT

Robert W. Healy, City Manager

Richard C. Rossi, Deputy City Manager

March 24, 2003

To the Honorable, the City Council:

In response to Awaiting Report Item 03-14, regarding a report on plans to post weekly schedule of meetings outside of City buildings, Public Information Officer Ini Tomeu is working with MIS and our technical consultants on a new capability that will enable us to view the City Web Site calendar of public meetings by location. A printer friendly version will also be created of the public meeting list as the current view menu is smaller and more appropriate for a computer screen.

This is a software enhancement feature to our web site that may take several weeks to develop. Upon completion of this enhancement, Ms. Tomeu will forward the listing on public meetings to key department liaisons on a regular basis and ask for their assistance in posting the information at an appropriate location near building entrances.

Most City departments do have a directory near their entrance and do tend to post public meeting notices at those locations.

The Citywide Senior Center has a meeting announcement board that is placed up against the main lobby window facing out onto Massachusetts Avenue and is very visible from the sidewalk and would inform anyone approaching the building what is occurring in that building on a given night.

Very truly yours,

Robert W. Healy
City Manager

RWH/mec

S-107

Consent Agenda #8

Awaiting Report Item Number 03-14, regarding a report on plans to post weekly schedule of meetings outside of City buildings.

In City Council March 24, 2003

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