

## Meeting Notes: Lyceum Project Startup Meeting

Date: Nov 19, 2023, 1-2pm

Attendees:

Lyceum team: Meg, Mark, Elizabeth

STEAM team: Wei Ding, Joley, Claire, Jeannie, Stella

### Main discussion:

- Website needs to be:
  - More attractive and straightforward
  - more organized
  - What to do with the website
    - Links of documents and videos onto the website
    - background historical information to add into the website
    - start w/ simple tasks, grow into more complicated tasks later
  - Improve events area of the website, focus on how we portrait different events
    - Frederick Douglass event graphics
    - \*discussed some background information about Frederick Douglass
  - The site is now only in one language, maybe develop into more language
  - Make a draft and then provide specific feedback
- STEAM Team look forward to long term relationship with Lyceum
  - Renovate the website and bring in new life to it
  - Take time to try out what's the best way to represent the website
- Restrictions on the purpose of building
  - to help youth, civics responsibility and engagement
  - Adult education
  - Community: abolitionist speeches, women's rights and suffrage
  - A place for inclusiveness, people from different nations gather together
    - Asian immigrants
      - Why we came, what we can contribute to this community, etc.
    - Remind people of the long history of immigrants into this region
- **Things to begin with:**
  - Start with Frederick Douglass Day
    - understand what kind of content to put on
    - How to organize it – 1 page and embed it into the bigger website
      - Landing page for the flyers, ins posting, etc.
    - The webpage may include:
      - Information about the event
      - Background information about Douglass
    - Get high school students and the public involved on that day
    - Use WordPress as the platform
      - People can upload their own story and pictures
      - get everything into collage
      - flexibility
- **Next step:**
  - Create a Discord group for communication and discussion (*done already*)
  - Lyceum team provide more docu/info about the Douglass Day event
  - Define objectives and timeline