



Public Relations Department

March 2024 Report

Videos

- Livestreamed meetings:
 - [Special Town Council Meeting](#)
 - [Redevelopment Commission Meeting](#)
 - [Fire Board Meeting](#)
 - [Board of Zoning Appeals Meeting](#)
 - [Plan Commission Meeting](#)
 - [Town Council Meeting](#)
- Produced videos:
 - [Municipal Services Complex Update](#)
 - [2024 Easter Egg Hunt Preview](#)
 - [Preparing for the Hussey-Mayfield Public Library Grand Opening](#)

Social Media

- 51 Facebook posts
- 2 Instagram post
- 1 Instagram & Facebook stories
- 44 Twitter posts
- 6 LinkedIn posts

Press Releases + Blog Posts

- [Town of Whitestown Announces Town Manager](#)
- [Town of Whitestown Launches the Planning Case Viewer](#)
- [Tips to Prepare for the Total Solar Eclipse in Whitestown](#)
- [Whitestown Annual Easter Egg Hunt Returns](#)
- [Once-in-a-Lifetime Event Coming to Whitestown](#)

E-newsletters

- Weekly news clips to department heads and Town Council members
- Employee e-newsletter
- [March 1 General e-newsletter](#)
- [March 15 General e-newsletter](#)
- [March 29 General e-newsletter](#)

Other

- Contacted the media about upcoming events.
- Made updates to the website.
 - Sponsorship Guide for the Parks Department



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- Updated event pages for the Parks Department
 - Updated programming page for the Parks Department
 - Add Giles Survey to the website
 - Updated employment page
 - Posted press releases and blogs on the website
 - Created Project Opportunities for the Public Works Department
 - Met with Fox 59 at the Whitestown Easter Egg Hunt and set up an interview with the Parks Department at the event. Edited B-roll and sent it out for media to use.
 - Set up an interview with the Lebanon Reporter and Town Manager, Katie Barr.
 - Went to the Interview with Radio Mom (Radio Station) with the Parks Department.
 - Attended internal meetings.
 - Took headshots and edited photos for new employees.
 - Created postcards for the Planning Case Viewer for the Building Department, Code Enforcement, and Planning Department.
 - Created postcards for residents to register for our e-newsletters.
 - Created Child Abuse Prevention Month Proclamation.
 - Created the Giles Park Property Survey.
 - Set up public meetings (created Zoom and YouTube meeting links, etc.)