



Stonebridge Ranch Community Association

**MINUTES**

Communications Committee Meeting

**Date of Meeting:** March 3, 2022 **Call to Order Time:** 8:35 AM

**Location:** (check one or both) Virtual X In-person at SRCA Headquarters \_\_\_\_\_

**Attendance:**

| Member        | Name                  | Present | Absent |
|---------------|-----------------------|---------|--------|
|               | Chuck Collins         |         | X      |
|               | Maureen Dudley        | X       |        |
|               | Matt Miller, Chairman | X       |        |
|               | Allison Pitts         | X       |        |
|               | Sally Huggins         | X       |        |
| Board Liaison | Amanda Batson         | X       |        |
| Staff         | Susan Spoonemore      | X       |        |

**Action Item:** Approval of Prior Meeting Minutes

Date of Minutes to be approved: February 10, 2022

Motion by: Maureen Dudley Second by: Sally Huggins

Vote: (select one) Unanimous X or Count --For \_\_\_\_\_ Against \_\_\_\_\_

**Report:** Board of Directors Update (check one) Presented X Not Presented \_\_\_\_\_

**Old Business**

Agenda Item: State of the Committee

Action (check one or both): discussion X vote \_\_\_\_\_

Discussion Afsaneh has resigned from the committee, leaving the committee with 5 members. Still looking for additional members to get to 6-8 as desired. Additionally, openings remain for Co-Chair and Secretary. Maureen suggested members help with Secretary duties on a rotating basis. Maureen will take minutes for Q2, Sally for Q3, and Allison for Q4. Ongoing efforts to revise Committee Guideline documents to better structure committee roles and commitments for 2023 and beyond. Maureen is leading effort to set up a volunteer recruitment table at the Annual Meeting; will reach out to L&G and Modifications committees for possible volunteers to help staff table during meeting.

Motion (check one)

- Move to approve as presented
- Move to approve with these revisions \_\_\_\_\_
- Move to table

Motion by: \_\_\_\_\_ Second by: \_\_\_\_\_

Vote: (select one) Unanimous \_\_\_\_\_ or Count --For \_\_\_\_\_ Against \_\_\_\_\_

Agenda Item: \_\_\_\_\_ **Text Service Options - Action** \_\_\_\_\_

Action (check one or both): discussion \_\_\_\_\_ vote X \_\_\_\_\_

Discussion **Committee confirmed proposal of Textedly for texting service. Proposal will be provided to Board of Directors for final approval**

Motion (check one)

- **Move to approve as presented**
- Move to approve with these revisions \_\_\_\_\_
- Move to table

Motion by: Maureen Dudley \_\_\_\_\_ Second by: Matt Miller \_\_\_\_\_

Vote: (select one) Unanimous X \_\_\_\_\_ or Count --For \_\_\_\_\_ Against \_\_\_\_\_

Agenda Item: \_\_\_\_\_ **New Homeowner Welcome Brochure - Action** \_\_\_\_\_

Action (check one or both): discussion X \_\_\_\_\_ vote \_\_\_\_\_

Discussion **Ongoing efforts by GrandManors to update brochure and provide for final committee review. Not ready for action at this time.**

Motion (check one)

- Move to approve as presented
- Move to approve with these revisions \_\_\_\_\_
- Move to table

Motion by: \_\_\_\_\_ Second by: \_\_\_\_\_

Vote: (select one) Unanimous \_\_\_\_\_ or Count --For \_\_\_\_\_ Against \_\_\_\_\_

## **New Business**

Agenda Item: \_\_\_\_\_ **CMI Contract Update** \_\_\_\_\_

Action (check one or both): discussion X \_\_\_\_\_ vote \_\_\_\_\_

Discussion **Ongoing discussions between CMI and SRCA for new contract extending beyond the current contract termination date of 06/30/2022. Committee recommends a survey of residents to gauge interest in physical and digital magazine delivery.**

Motion (check one)

- Move to approve as presented

- Move to approve with these revisions \_\_\_\_\_
- Move to table

Motion by: \_\_\_\_\_ Second by: \_\_\_\_\_

Vote: (select one) Unanimous \_\_\_\_\_ or Count --For \_\_\_\_\_ Against \_\_\_\_\_

Additional Discussion: Ongoing efforts to address items on the In-Progress Tasks list, including the Constant Contact update. Susan is continuing to revise the Editorial Calendar and will provide updates to the Committee.

**Next Meeting Date:** \_\_\_\_\_ April 7, 2022 at 8:30AM \_\_\_\_\_

**Adjournment:**

Time \_\_\_\_\_ 9:30 AM \_\_\_\_\_

Motion by \_\_\_\_\_ Matt Miller \_\_\_\_\_

Second by \_\_\_\_\_ Maureen Dudley \_\_\_\_\_