



Stonebridge Ranch Community Association

MINUTES

Communications Committee Meeting

Date of Meeting: 06 October 2022 **Call to Order Time:** 8:32 a.m.

Location: Virtual via Zoom

Attendance:

Member	Name	Present	Absent
	Chuck Collins	X	
	Maureen Dudley	X	
	Tom Harju	X	
	Sally Huggins	X	
	Maneesh Moota	X	
	Allison Pitts	X	
Board Liaison	Amanda Batson	X	
Staff	Susan Spoonemore	X	

Action Item: Approval of Minutes

Date of Minutes to be Approved: 01 September 2022

Motion: Approve minutes for September 1, 2022.

Motion by: Maureen Dudley moved approval. Second by: Chuck Collins

Motion: passed failed tabled

Report: Board of Directors Update -- Presented by Board Liaison Amanda Batson

Old Business

Agenda Item Committee Leadership

Action: Discussion - Allison Pitts reported on options for filling Committee Leadership positions. Secretary position has been filled. Chairperson remains vacant.

Motion: Approve Chuck Collins as Communications Committee Secretary.

Motion by: Allison Pitts moved approval. Second by: Maureen Dudley

Motion: passed failed tabled

Agenda Item: Strategic Plan - Discussion of 2022 & 2023

Action: Discussion with focus on formats for news magazine.

New Business

Agenda Item: Website Security

Action: Discussion -- Communications Director Susan Spoonemore presented an update regarding steps to ensure security of the SRCA website. The site remains secure but a security plug-in is under consideration.

Agenda Item: Communications Updates

Action: Discussion -- Susan Spoonemore updated the Committee on status of New Homeowner Welcome brochure. A QR code has been added to the brochure which links to pertinent website pages. The brochure is now ready for printing and processing.

Next Meeting Date: 03 November 2022

Adjournment:

Time: 9:28 a.m.

Motion: Move to adjourn

Motion by: Sally Huggins

Second by: Allison Pitts

Motion: passed

failed

tabled