

Communications Committee
Meeting Minutes

March 21, 2024

Members Present:

Gabby Hayes, Mary Olson (Secretary), Greg Shelby (Condo Liaison), Robbie Oldemar, Rick Carson, James Van Heule. Absent Michael Dowse

Staff Present:

David Jones, Emani Edwards, Jon Williams

The meeting was called to order at 10:00 am MST

Motion to accept Gabby's Resignation Rick moved, Jim seconded, passed.

Gabby Hayes will now be the Condo Board Liaison replacing Greg Shelby.

Election of Officers:

Chairperson - Robbie nominated Rick for Communication Committee Chair, Jim seconded. Passed
Secretary – Robbie nominated Mary, Gabby seconded. Passed

Terms of Reference update to be submitted to Condo Board, Gabby will prepare and present to Condo for approval.

Approval of Minutes of the February 7th 2024 Mary moved, Robbie seconded. Passed

Residents Comments not to exceed 5 minutes per resident (no comments)

Continued Discussion on Residents Printed Directory for 2024-2025 Season

Emani had a report for us including: Williams Express Printing update, Directory count Confirmation, New Software Implementation, Printing Timeline Confirmation and Advertising Procurements. Everyone had received a copy of her report for review and discussion.

1. Williams Printing is not an option.
2. Directory count is now at approximately 1240 residents
3. New software is expected by July 1st and Gabby reported on his progress in inputting resident's information into current Condo Manager. It is expected the transfer of information will go smoothly. Deadline for completion is April 30th.
4. Jon Williams will be preparing a cost and timeline.
5. Emani stated that it is now recommended that the committee take the lead on procuring advertisement.

Robbie asked for clarification concerning advertising procurement. Emani shared previous advertising pricing and order forms. She will locate letter previously used for our review at our next meeting.

Rick summarized the Price list which could then include QR Codes.

Motion to adjourn made by Mary, seconded by Gabby. Passed

Meeting adjourned at 11:00 am MST
Next Meeting : April 3, 2024

Mary Olson, Secretary