

COMMUNICATIONS COMMITTEE MEETING MINUTES
April 17, 2017 at 10am
Ceres Gleann Community Center

1. Attendance: Quorum needed (6 out of 11)

Barbara Kerr, Chairperson
Harriet Feder
Pete Reed
Judy Levis

Joyce Cramer, TAC
Trisha Ward
Denise Seith
Valerie Beuck

2. Approval of March 29, 2016 Minutes: Minutes read and a motion for approval by Judy Levis and seconded by Denise Seith.

3. Introduction of new members – Joyce Cramer, TAC liaison, Pete Reed and Tricia Ward, Announcements & Reminders/Newsletter

4. Old Business: Newsletter and Announcements and Reminders July 2016 meeting report. We needed to share problems, changes and ideas.

5. New Business: Updates of committees - Resignations: Shirley Jones, Neighborhood Watch coordinator, Kent Pedersen, Charmaine Schonblom, Announcements & Reminders/Newsletter

- Welcome Committee: Harriet reported over 20 new resident visits since our last meeting. Reminded us to report to her or Linda if we notice any new residents moving in. New Residents Potluck scheduled for November.
- Webpage: Denise: The websites are only as good as the content I am provided with to post there. Most committees do a good job of sending me their meeting minutes.
- Neighborhood Watch: No coordinator, block captain meeting report. The captains met and they are proceeding with updating their block section. They received the Neighborhood Watch digital blank forms and shared their experiences. No Dallas police involvement presently.
- Newsletter and Announcements and Reminders: We have new guidelines and new handouts. We will have a meeting after this meeting to discuss any problems, changes and ideas.
- Newsletter delivery: Joyce and Judy deliver to residents without email. They have created a new list for those residents.
- Calendar: Judy reports that everything is going well.

- Contact List Plan : November and February updates have been published. Also the Neighborhood Watch Block contact lists and plot map were updated and sent out.

 - Phone List - The current list of residence on my phone tree list is as follows:
 - Richard & Margie McNeal
 - Minnie Rach
 - Ed & Freddie Aggas
 - Madeline Hanson
 - JoAnne Olsen
 - Eleanor Brown
 - Mary Hamilton
 - Margie Moore
 - Lois Wright
- These names should align with the newsletter deliveries and the contact list?

6. Finance Issues: Receipts and forms are on website. Denise reported the payment of HOA and Ceres Gleann Website domains for the next 2 years.

7. Chairperson backup - Barbara will be gone May 9th through July 7th, July 15th through Aug. 4th and August 22nd through October 4th. Please send all announcements to cgannouncements@gmail.com. Contact Valerie Beuck or Emily Cleaves with any communications questions or emergencies.

8. Event plan suggestions : Poor Man's Dinner near or around Tax Day, 2018, which will be on April 17th.

9. Other discussions: Denise questioned why we put the weekly A&R's in PDF format, is that extra step necessary? After the regular meeting we discussed this problem. Our residents use many different types of formatting when sending in their announcements which causes difficulties for our "copy and paste" procedure.

10. Adjournment: Motion for adjournment by Judy Levis and seconded by Valerie Beuck

Submitted by Valerie Beuck