

## COMMUNICATIONS COMMITTEE MEETING MINUTES

February 19, 2018 at 10 am  
Ceres Gleann Community Center  
Approved March 11, 2019

Attendance: Quorum needed (7 out of 12)

Barbara Kerr, Chairperson  
Barbara Connell  
Judy Levis  
Joyce Cramer, BOD  
Janet Potter  
Harriet Feder

Pete Reed  
Nancy Hauge  
Denise Seith  
Linda Holland  
Trisha Ward

Approval of April 17, 2017 Minutes: Minutes were corrected to include the names of Norm Silvey and Ernie Miller to the Newsletter delivery team. A motion to approve the minutes as corrected was made by Denise Seith and seconded by Barbara Connell.

Introduction of New Members - Janet Potter and Barbara Decker were introduced as new members of the Announcements and Reminders/Newsletter team.

Old Business:

1. Mission Statement. The only change to the Mission Statement was to refocus the Telephone Tree subcommittee's responsibility. The description was changed to read, "This committee is charged with quickly informing residents without email of emergencies and community alerts. It is not used for social events."
2. Poor Man's Dinner - proposed for Monday, April 16th.
3. Newsletter and Announcements - Training is ongoing to the new editors so that community publications are more standardized.

New Business: Updates of Sub-committees

Welcome Committee: This committee now includes information about the "File of Life".

Webpage: "If folks hand it in, we will post it" ARC is behind in sending in their minutes.

Neighborhood Watch: Barbara Kerr will be scheduling another meeting with this group to update their plot map. She also offered to go to the police department to see if they can be more involved given that many new families are moving into the area.

Newsletter, Announcements and Reminders: Ernie Miller, Norm Silvey, Joyce Cramer and Judy Levis distribute the Newsletter to those residents who have no email services. A list of residents who currently receive a paper copy of the email include the following:

Ernie and Freddie Aggas  
Margie Moore  
Bill and Elaine Stewart  
Eleanor Brown  
Joann Olsen  
Mary Hamilton

Dale and Joan Swearingen  
Madeline Hanson  
Lois Wright  
Margie McNeal  
Jack and Joan Jackson

Calendar: All is well.

Contact List: Please notify Barbara Connell of persons leaving the community.

Phone Tree: Those who receive phone messages from this committee are residents without email. See list of those residents under Newsletter/Announcements and Reminders.

Finance Issues: Barbara Kerr needs to sign the reimbursement requests before they go to the Finance Committee.

Facebook Idea: A resident in the community suggested our community have a Facebook page.

After some discussion, Barbara Kerr offered to bring it up at the next BOD meeting.

Chairperson Backup: While Barbara Kerr is gone from April 20 to May 20, Valerie and Emily will be her backup.

#### Comments and other discussions:

Harriet Feder agreed to make a list of deceased residents for 2018.

Harriet also asked if the Book Club, which is collecting food for a charity in Dallas, could advertise in the CG Newsletter. Answer: Yes.

Linda Holland suggested that when Barbara Kerr is gone from the community, she designate someone to give a Communication Committee report at BOD meetings and the upcoming Annual Meeting on May 15th.

Linda also suggested that before reports are presented, they are reviewed by the subcommittee folks.