

South Bay Community Association
Communications Committee
Minutes – Draft
Jan 8, 2020

1. *Call to Order:* 11:12 AM

2. *Quorum:* All members present:

Bart Clark member ,

Jenise Harper member,

Susan Shadrick, member,

Tom Sprandel member & chair,

Mark Torres GM,

Ray Sheldon board president

3. Approval of Agenda: Approved

4. *Approval of Minutes:* Minutes of Dec 8, 2019 Approved

5. *Old Business:*

a. **February Articles:** Voice deadline January 8th

- Pancake Breakfast will be on **SATURDAY, Feb 8th 10:00 AM**. Jenise reported that Carol Riley will write for P L Voice.
- *Jenise Harper:* Will talk to Leader about the Pancake Breakfast, general public must RSVP, pay at door.
- *President's Report:* Summary of Dec 13th SBCA BOD
- *Health and Fitness,* Dean Rosenthal, stand alone committee, charter, February

b. **March Articles:** Voice deadline is Feb 3rd.

- Woodworkers Committee (contact is Mike Porter), Jenise will report, probably in March
- General Manager's report.

c. **Articles to Reconsider for later** (*None to be taken up until April or later.*):

- Refinish Auditorium floor, determine how new floor will be protected, then communicate. April

- ARC will have updates on design standards, probably by April. Will include tree trimming regulations and notification requirements.
- Write an FYI on tree trimming. Review for accuracy with ARC. Look at website. Major stumbling blocks. Notifications.
- Things we wish we had known.
- Communication issues: Tom or committee
- Over 65 vs Under 65 membership (marketing)
- Giving back to the community
- Club User Fee Policy: Communicate only board decisions as published in SBCA BOD minutes.
- Membership market survey polls for various issues.
- Targeting email messages after we establish new system of user interest.

d. Send articles directly to Jenise Harper

6. *New Business:*

a. There was a short discussion about allowing access to our email list. It was agreed that we do not share our membership email list with anybody. The only access is submit a message to either the board or directly to the General Manager.

b. We also talked about setting up SBCA email accounts like myaccount@plsbca.org for board members and committee chairs. It was agreed that while this might be a topic for later, we will not do so now.

c. We require members to authorize us to communicate with them via emails. We need to remind people that they must opt-in.

7. *Adjournment:* Adjourned at 11:45 am.

8. *Next Meeting:* Probably will not meet in February

Submitted by,

Tom Sprandel