

South Bay Community Association
Communications Committee
Minutes Feb 1, 2021

1. **Call to Order:** 1 pm

2. **Quorum:** Present were: Bart Clark, member; Tom Sprandel, member; Mark Torres, ex-officio member; and Dan Darrow, guest. No members were absent.

3. **Agenda:** Approved.

4. **Minutes:** December 28, 2020 Minutes approved.

5. Regular Reports

a. Voice Articles: March Voice

- Discussion: Need an educational campaign on SBCA non-member revenue contributions. Ask Finance to craft a message for publication. (Voice, eBlast, letter, web)
- Action For March Voice: Bart will draft article. Topics for article: Vaccinations, Covid, Re-opening

b. eBlast: Do we need one?

- Soliciting ideas for partial, safe reopening of the club -- after board meeting

c. SBCA Website Redesign: Hold information meeting 2/17/21. Invite village presidents and webmasters.

- Website Policy (See Nov 30, 2020 minutes).
- JustHost.com: Hosting agreement expires 6/12/21.

6. New Business

Dan Darrow suggested that the SBCA get minutes posted more expeditiously and that we notify members of committee meetings in a more active manner. We agreed to publish a the monthly schedule by eblast.

7. Adjournment: 2:05

8. Next Meeting: March 1, 2021 1:00 PM

Submitted by,

Tom Sprandel, Chair

Drafted 2/11/21 11:03 AM; Revised 2/15/21 10:01 AM