

Communication Meeting 7/13/2020

John asked if anyone wanted to take on the role of Secretary for the committee. Alma Singer volunteered.

John restated what we discussed last week that we would be working on tonight.

- Different forms/types of communication
- We had discussed to decide at this meeting what was the best form to start (starting point)

What are we trying to address to the community?

We began talking about survey-Helen sent out the work in progress one that she did (she looked at the 2018 one). We as a committee will look at the survey that Helen sent us and let her know by this **Wednesday** if we need any changes to it. We are looking to see if it would be sent out through survey money which cost \$25 a month.

When they sent out the survey in 2018 from the 1200ish houses we have in the neighborhood 238 people filled out the survey in December of 2018.

A text message system was set up in the past and 163 phone numbers are registered currently to receive text messages.

We would like a newsletter that will include items from the different committees, calendar dates, and stating that a survey is going out.

Helen asked if we had looked at the newsletter that she had sent out and Evey forward to us last week.

We talked about if we could add a:

- What is bugging you (or cute saying) where residents could directly email the corresponding member that is responsible for the question that they might have.
- A workorder section

For example, if something is happening at the pool you should communicate such number

If you see an irrigation or landscaping problem, do this.... or call.....who to contact...

When we send out survey, we put link/URL in the newsletter, and we will post something on FB. We will send out newsletter electronically and paper.

Evey will be talking to Tami about the price to add the newsletter to quarterly assessments (future newsletters). She is emailing her just to find out price.

The board members who are responsible for the committee will send their info. to Helen to put in the newsletter.

Social -Christy

Pool-Lynn

ACC-Steve and Lynn

Landscape-Evey

Government affairs-Steve

The \$1,200(cost of sending out paper copy is under the supply line community mailing).

We talked about the website (outward face one -we want to make it unique/individualized to West Fork. Evey sent an email with a website template that she has been working on through work press. We talked about the WF branding.

We agreed to meet next Tuesday, the 21st at 8:30pm