

*This meeting is the first to be held on the newly-designated official meeting time for the Committee – **SECOND TUESDAY OF THE MONTH, 11:30 AT THE CLUBHOUSE**. Additional meetings to be scheduled if required.*

MEMBERS PRESENT – Chairman Scott Vaughn, Kelley Paterno, Jan Ireland, Ex-Officio Nancy Triggs, Board Contact Bill Burdick; also *PROPOSED MEMBER* Bob Stockinger (has volunteered for membership on the Committee, pending Board approval)

MEMBERS ABSENT – Kakie McKinney, Nita McLeroy

CALL TO ORDER – Chairman Scott Vaughn

MINUTES – from prior meeting on 29OCT09 presented in written form by Chairman Scott Vaughn, distributed to those present

REPORTS - No official sub-committees at this time

UNFINISHED BUSINESS – Chairman Scott Vaughn reported results of his canvas concerning a sign at the entry to Bellavita, which would announce community happenings. The present sign has been granted to the Committee by the developer, for use as desired. It is not a “permanent” sign, though it should suffice for at least a few years. For detachable letter signs, removable so that the message could be affixed at leisure inside, total ballpark cost is \$600 if we do the “refurbishing” work needed on the sign and any installation ourselves; \$800 if the sign company does. Ballpark figure for a digital sign which could be programmed - \$7000 to \$10,000 (probably prohibitive). Scott would be comfortable with the lowest figure quoted, if the Committee agrees, but would still like the proposal to be communicated to the Board since even that amount is “large.” He would also like to do further investigation to see if other options are available. *Tabled for the moment.*

Including a section in the newsletter on security tips for residents was suggested at the October meeting. Consensus in discussion was that “security” does not fall within the purview of the “communications” mandate. Were suggested “tips” to be submitted to the Committee, they could be evaluated on a concrete basis. Any writings should be positive and steer clear of alarming residents.

NEW BUSINESS – Special Guest Dutch Uran, chairman of the Bellavita Community Relations Committee, spoke briefly about the mission of the Community Relations Committee and its interface with the Communications Committee. Dutch handed over flyers for the Bellavita New Year’s Eve Celebration – already packaged for each Block Captain. Included were a list of current Block Captains (compiled without knowledge that some block captains had existed in the past and may overlap current appointees); and a color-coded detailed plat map of the subdivision. (Chairman Scott Vaughn will take this large original, make copies for Communications Committee members, and return the original to Dutch.) Kudos to Dutch and the CRCommittee for a fine job on this project, which is now handed over for ownership and future administration to the Communications Committee.

Jan Ireland volunteered to spearhead the distribution of the flyers to the Block Captains, which should be completed as soon as possible, so that Block Captains can distribute all of the flyers to the 500+ households in Bellavita BY THE END OF THE DAY ON FRIDAY. Ticket sales for the event begin on SATURDAY, and are limited. Every household in Bellavita should receive a flyer at their door, so that all households have an equal chance to purchase tickets for the event. Kelley Paterno volunteered to help Jan.

Jan and Kelley will work on streamlining the notification system for future events, ideally with materials left at the Clubhouse for Block Captains to pick up. Jan and Kelley will do a thorough analysis of the system and report back to the Committee in future. *Ongoing*.

Suggestions from Board Contact Bill Burdick included adopting a policy of committee “probation” if three consecutive meetings are missed; having someone besides the Chairman take notes, in the absence of the Secretary; asking committee members to communicate topics for discussion to the Chairman prior to each month’s meeting.