

**BELLAVITA COMMUNICATIONS COMMITTEE**  
**MEETING NOTES**  
**JUNE 12, 2014**

This was a regularly scheduled meeting of the Communications Committee. We met at the BellaVita Annex at 11:15 AM.

MEMBERS PRESENT – Chairman Bob Stockinger, Ex-Officio Nancy Triggs, Board Contact Bill Burdick, Carolyn Beeson, Janice Jensen, Rosemary Trevino, Linda Sanders.

ABSENT – Sarah Barnett, Barbara Quinn

NOTES – The Notes from the April, 2014 meeting were approved. No meeting was held in May.

OLD BUSINESS – The June BellaBuzz publication was again addressed with the homeowner name rather than “Resident” Realizing the error after printing, the publication company researched the problem, corrected it, and wrote two letters of apology for their error. Per their letters, the September BellaBuzz will be addressed to “Resident.

More advertising from BellaVita business persons is being requested for inclusion in the BellaBuzz. Better coordination between those persons and the BellaBuzz production personnel is needed.

The next BellaBuzz issue will be distributed in September, 2014.

BLOCK CAPTAINS – The Block Captain distribution was completed with only minor disruption. Several packets were not picked up from the club in a timely manner. The captains responsible will be contacted. The packet stuffing function went very well.

There will be another B.C. distribution in July. The tentative date for packet stuffing is July 9, at 10 AM in the Annex. Hurricane, fence, and ARC window shutter information will be distributed.

NEW BUSINESS – Guideline requirements for persons wanting to publish documents in official HOA media, i.e. Newsletter, Daily News, BellaBuzz, etc. are being rewritten. Nancy will complete this task in coordination with Bill Burdick, the HOA Board Liaison.

Nancy requested that documentation sent to her for publication should be in “Word” format and Font size 10.

The next meeting will be July 10 at 10:30 AM in the annex. The 10:30 AM is a new start time.

The meeting was adjourned at 12:45 PM.

Respectfully submitted,

Bob Stockinger

