

FINAL

BELLAVITA COMMUNICATIONS COMMITTEE MEETING NOTES

April 14, 2011

The out of pattern meeting for the newsletter development was held Thursday 4/14/11 at 11:15 in the Sales Office meeting room.

MEMBERS PRESENT – Chairman Thordean Campbell, Ex-Officio Nancy Triggs, Sarah Barnett, Bob Stockinger, Kelley Paterno, Connie Harry, Barbara Quinn, and Board Contact Bill Burdick.

Absent - Scott Vaughan and Midge Banchik

Guest - Trey DeVillier

CALL TO ORDER – Chairman Thordean Campbell

NOTES – from prior meeting **April 7, 2011**, which were electronically circulated for corrections, were officially adopted

NEW BUSINESS - MONTHLY NEWSLETTER/ADVERTISING WEB PAGE UPDATE -Trey bought drafts of the "BellaBuzz" for us to review. The "Committee Info" was left out due to space. Several articles were changed due to space problems. The line under "BellaBuzz" was left as is.

The back page will be used by Village Builders. It is the premium spot, and Village Builders will use this space for one quarter.

Trey needs the following:

- The mailing list of residents
- Only one person to send articles, pictures, etc. to Trey in the future
- All articles, photos, clip art need to be in certain form
- Articles need to be in Word format
- Don't embed photos in an article
- Will try to email the draft by Friday
- Signed copy to go to print by Thursday, April 21
- The number of copies of the newsletter needed

The next scheduled meeting will be Thursday, April 21.