

FINAL FORM

MINUTES – BELLAVITA COMMUNICATIONS COMMITTEE meeting

12JAN10

This was a regularly-scheduled meeting of the Committee – **SECOND TUESDAY OF THE MONTH, 11:30 AT THE CLUBHOUSE.**

MEMBERS PRESENT – Chairman Scott Vaughn, Kelley Paterno, Bob Stockinger, Nita McLeroy, Jan Ireland, Ex-Officio Nancy Triggs, Board Contact Bill Burdick

MEMBERS ABSENT – Kakie McKinney (is moving, will no longer be on committee; a replacement is not necessary at this time, and the position will be held available if someone expresses a particular interest in joining the committee)

CALL TO ORDER – Chairman Scott Vaughn

MINUTES – from prior meeting on 08DEC09, which Secretary Jan Ireland had electronically circulated for additions and corrections, were officially adopted.

OLD BUSINESS

Dutch Uran (Community Relations Committee) prefers to get Board approval before releasing the Census information to Chairman Scott Vaughn, so that the Communications Committee can utilize it. Board Contact Bill Burdick advised it is not a matter that requires board approval. Ex-Officio Nancy Triggs advised that the board has not yet met.

Information to Shut-ins. Kelley Paterno has done extensive work in contacting shut-ins and potential block captains. Response was “overwhelmingly” in support of the need for and desire for communications notices. Kelley and Jan Ireland will continue to refine and expand the block captain program. Jan will compose a blurb asking for volunteers for the program, which Board Contact Bill Burdick will send out to his list. It may possibly also be posted to the website. Jan and Kelley will step up efforts to get additional block captains to make sure that the emergency distribution system is in place as soon as possible. Information for shut-ins will be posted on the website under DAILY NEWS (written by Chairman Scott Vaughn).

Block Captains. The original block captain responsibility actually lies with the Communications Committee. The basic list shared by Dutch Uran (Community Relations Committee) can serve as the building blocks. It needs extensive expansion so that we don’t have a single block captain responsible for huge sections. Kelley Paterno strongly urges backups for each block captain also, as so many residents often go out of town. Kelley’s ongoing project is to update the master list to reflect new building and new residents. She suggests coordinating with the Welcoming Committee also, in that possibly they could be asked to forward their information to the Communications Committee. Jan Ireland can use computer records to supply names of some of the missing residents. Jan Ireland will compose a blurb requesting “block captain” volunteers, which she will forward to Board Contact Bill Burdick for distribution in his newsletter. It will ask persons interested to contact Jan or Kelley, who will continue to develop the block captain base.

Discretionary Fund. The Committee has a discretionary fund of \$900 for the year - \$500 for Committee Expenses and \$400 for Website Contract. Any purchases should be approved beforehand, except possibly for tiny necessary purchases of office supplies or the like. Save receipts, submit to Chairman Scott Vaughn AND Ex-Officio Nancy Triggs. AMI will mail check for reimbursement at some point in the future.

NEW BUSINESS

Use of “BellaVita Parking” sign. As reported last month, the Sales sign no longer is available to us. In fact, the builder has refurbished it and continues to use it. Ex-Officio Nancy Triggs got a quote for a sign from the company installing the gates, but their least expensive latex-coated Styrofoam sign is about \$1000. Board Contact Bill Burdick mentioned that Sam’s has tasteful, portable signs for \$1300 to \$1800, which could be put up a couple of days before a meeting and taken down afterward. Ex-Officio Nancy Triggs warns that usage rules should be established, as if we acquire one, many of the community groups may ask to use it for their esoteric events. A permit is not required for a sign, as we are on private property. Bob Stockinger notes the effectiveness of the simple signs (those stuck in the ground to announce a board meeting, etc.) and their inexpensiveness. The Communications Committee will pursue utilization of the “Parking Sign” as a venue to communicate to the community.

Winter Warning communication. As the recent freeze exemplified so forcefully, BellaVita needs a quick, reliable, responsive method of getting emergency information to residents. The VOICE IRIS system used by the City of Pearland is very good, but initial cost is at least \$7000. Board Contact Bill Burdick thinks it should be looked into, despite the cost, since shut-in BellaVita residents risk death if they do not get word of heat going out or hard freezes coming. Ex-Officio Nancy Triggs thinks highly of the system and will get more information. Chairman Scott Vaughn will contact BellaVita resident Jim Gorman, as to whether we might in some way utilize or piggyback the city’s system. Ex-Officio Nancy Triggs does a BellaVita newsletter which is posted on the website (updated as needed, often more than once a day), but is no longer sent by email to residents. Nita McLeroy mentioned that notices used to be allowed on mailboxes, though this practice is no longer permitted. [[side note – there is now a Facilities Committee, who may be painting the mailboxes when the weather turns]] Board Contact Bill Burdick will develop an additional notification category for his email list – that of relatives of residents – as an alternative way of getting information distributed to Bellavita residents.