

ROTONDA WEST ASSOCIATION, INC.
646 Rotonda Circle, Rotonda West, FL 33947

Communications Committee
MEETING MINUTES
September 2, 2020

Call to Order: The meeting was called to order at 10:30 a.m.

Present: Diane Shaw, Barry Kean, Pattie Aho (Chair), Karen Harvey, Nadine Clough, Connie Smith

Absent: David Pulaski, Andy VanScyoc

Approval of Minutes: Minutes were approved; motion by Connie Smith; seconded by Nadine Clough

West Ways: Committee had discussion to determine if we are going to keep publishing *West Ways* and how often. Nadine commented that it was important to keep *West Ways*, but that it is hard to find on the website. She is working on ways to get *West Ways* delivered to residence email boxes. She is reviewing different plans to get the information. She also thought it was important that *West Ways* drive people to the website.

Should *West Ways* be monthly or bi-monthly? Maybe we should trim down the articles. Pattie Aho's as President of the Board and Derrick Hedges, as Manager could write articles every other month. – Just a thought.

Nadine would like to see a Creative Corner

Connie Smith would like to see *What's Happening* document be incorporated into the new and improved *West Ways*.

The entire committee is committed to ensuring the *West Ways* continues in a monthly format.

New articles for *West Ways*:

Connie Smith – write an article on Sue Killion, *What's Happening*, *Wildlife article*

Barry Kean – Election

Patricia Aho – President Message

Diane Shaw – Critter Catch

Nadine Clough – Creative Corner

The Committee discussed the type of font to be used for the articles: Articles should be in Ariel font – 10 point in a Word document.

Website update: Joe Harris handed out Google Analytics for the website stating that analytics were important to see what people were viewing on our website.

Member Input: None

Old Business: None

New Business: Pattie Aho is going to step down as Chair but stay on as Board Liaison. Karen Harvey will serve as Chairman; Connie Smith will be the new Secretary.

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New Business: None

Meeting adjourned at: 11:30 a.m.

Next Meeting: 10:30 a.m. on Wednesday, October 7, 2020

Attachments: None