

**SOUTH BAY COMMUNITY ASSOCIATION
COMMUNICATIONS COMMITTEE MEETING**

Monday, January 3, 2022

1:00 PM

Meeting Minutes

1. Call to order Meeting was called to order at 1:00 PM

2. Determination of a Quorum and Roll Call

1. In attendance Janet DeDonato, Tom Sprandel, Lisa Bainter, Dave Jurca; Mark Torres and Gil Skinner

3. Approval of Agenda

1. Unanimously approved

4. Approval of Meeting Minutes

1. Approval of minutes of 12.06.2021 meeting.
2. Unanimously approved.

5. Regular Reports:

1. Voice article for February

1. Gil Skinner will produce the article for the Voice this month by the 01/08 deadline.

2. Weekly eBlasts

1. Discussion of weekly e-blasts to including a standalone e-blast to let members know about the postponement of the New Member Orientation sessions. This will also be mentioned in the Monday e-blast.

3. Website updates

1. Tom Sprandel and Bill Dennis completed updating the ARC minutes section of the website with all the approved documents. Work on the CC&R section is ongoing.

6. New Business

1. Discussion of the need for a new person to write a brief monthly article for the Voice regarding South Bay activities and plans. The Committee is looking at ways they can assist with this.

7. Member Comments

1. None

8. Adjournment

1. Meeting was adjourned at 1:26 PM, moved by Jurca, Seconded by Sprandel, unanimous.

Next Committee Meeting is January 31.

Prepared by Janet DeDonato, Committee Chair

DRAFTED 01.06.2022