

Communications Committee Meeting Minutes
August 25, 2009

Location: (13040 Breckenridge)

Meeting Called to Order at 7:00pm CST

Roll Call: John Anthony, Vickie Palzewicz, Delores Snow, Pam Donahoo and Christy Montoya

First Agenda Item- Electing a new Committee Chair

Discussion ensued as to who would like to hold the chair position which was vacated voluntarily by previous chair, Kathy Baumgardner. Christy Montoya Motioned to elect Vickie Palzewicz as the Chair for the Communications Committee, motion was seconded by John Anthony. Unanimous vote carried. None opposed.

Next agenda item: 2010 Budget Proposal submitted by Christy Montoya for discussion and Committee approval to be submitted to LGHOA Brd. of Dir. During the Sept. 09 HOA mtg.

Committee discussed and reviewed the proposed 2010 Budget request for \$600.00. (Budget attached) Christy Montoya made the Motion for the Committee to accept and approve the Budget Request, seconded by John Anthony, motion carried unanimously. None opposed.

Next Item: Duties and Responsibilities to be delegated and shared by Committee Members

Website updates and upload responsibilities were discussed and the Committee unanimously agreed that these duties are to be delegated and shared by John Anthony and Vickie Palzewicz. John Anthony, serves as the Pool and Club House Committee Chair and will discuss and propose that the keys/codes and welcome packages be kept in a centrally located location. This committee requests approval and permission to keep these items, to be distributed to new homeowners after closing, be kept at the club house. John will let this committee know the Pool/Clubhouse Committee's decision after their next mtg.

Next Item: Kathy Baumgardner to be reinstated to the Committee

Kathy Baumgardner resigned from the Communications Committee as well as the Chair position which she previously held until 2-3 weeks ago. After some time to think and in speaking with other Committee members who informed her that she is and always has been a huge asset to our community and the committees, on which she served, asked to rejoin the Communications Committee without the Chair position. She also requested that all Committee Chairs that are currently serving be asked for their consent. The overwhelming response confirmed that Kathy is vital and necessary to our community and committee and should be allowed to return without question. The Communications

Committee requests Kathy Baumgardner to come back to the Committee upon her confirmation of acceptance to resume her volunteerism. This Committee is in Unanimous Agreement by all present.

Re-discuss: Welcome packages

At the next meeting, we will combine the information that John Anthony and Vickie Palzewicz have put together to create a New Homeowner Welcome Package with vital information as well as Community information and coupons to form 1 (one) total package for all new neighbors. Information to be updated in the package is on the check off list currently in Vickie's folder including, but not limited to, Pool Key deleted and add Pool Code.

Next Item: Next Mtg Date & Time

September 17th at 6:00pm CST at Vickie Palzewicz's House

Final Item: Next Mtg Agenda

Welcome Packages finalized

Define this Committee's goals and objectives to EOY (End of Year) and Set new Goals & Objective for 2010

Outline this years Committee accomplishments from this year

Finalize the 2010 Budget Proposal

Final Notes as Meeting comes to a close:

Vickie Palzewicz to send an e-mail to all Committee Chairs for their Committee's meetings dates & times to be uploaded to the website so that members who serve on multiple Committee will be able to attend all meetings without conflict.

Vickie to include idea to all Committee Chairs uploading their Committee's information to the website via the Communications Committee so that they would have their own web page on the HOA's website for their Committee.

John Anthony to make copies of Committee Sign Up Sheets to have present at the Club House for HOA members to sign up and participate in the Community.

Christy Montoya made the Motion to Adjourn the Meeting and it was seconded by Delores Snow and carried Unanimously by all members present.

Meeting adjourned at 8:00pm CST

Minutes taken by: Christy Montoya

Minutes approved by:

CAM/cam 8/26/09