

Communications Committee Meeting Minutes
Of September 17, 2025

Committee Members Patti Cummings, Mary Kelley, Mike Stropes, and Linda Lynch were in attendance, along with Board Liaison Chris Kozak.

- I. The July 2025 minutes were reviewed and approved.
- II. Linda announced that Mary Kelley has decided not to remain on the Committee for the next term and that Sandra Flanagan will be joining. Linda thanked Mary for her contributions.
- III. Committee binders are expected to be distributed at the October meeting.
- IV. Mike distributed the latest version of the Governance Structures document to the HOA and HGRD for review. The document, along with a brief introduction to be written by Mike, will be published in an upcoming issue of the HOA online magazine, *The Heron*.
- V. The September issue of the online magazine included articles on Text Messaging, Understanding ARC/Grounds along with workflows, and Are You Planning a Project? The October issue will include articles about Sharing Info with the HOA and the Proxy Form.
- VI. Linda distributed the grid showing the intended publication for articles throughout the year in the online magazine.
- VII. The 2025-26 season meeting schedule was distributed.
- VIII. At the Committee's suggestion, Linda will invite the HOA Board President to attend our November meeting. Department Chairs will be invited to subsequent meetings.
- IX. The next meeting will be held on Wednesday, October 15, at 1 pm in the HOA Conference Room. Linda will participate via Zoom.