



# ***THE COMMONS CONDOMINIUM ASSOCIATION***

## **COMMUNICATIONS COMMITTEE MEETING MINUTES JUNE 11, 2007**

### **Call to Order:**

With the establishment of a quorum, The Commons Condominium Association's Communications Committee Meeting was called to order by the Chairperson at 8:00 PM.

The following members of the Communications Committee were in attendance:

Jerry Standridge, Chairperson

David Grant, BOD Liaison

Robert Chapin, Member-at-Large

### **Approval of Minutes:**

The Minutes from the April 9, 2007 Communications Committee Meeting were approved as written.

### **Unfinished Business:**

- None

### **New Business:**

- Discussed and approved Communications Committee Meeting minutes template.
  - Suggestion that template also be used by other Committees for uniformity.
    - Discussed BOD proposed committee adoption of holding meetings during first week of month.
  - Approved new modified drop-down proposed navigation menu
- Discussed final Repair Request Form Modifications by Maintenance Committee. Awaiting further requirements and completion of testing before posting to website.
- Discussed possibility of restarting publication of [Common Interest](#) newsletter for future issues for more thorough penetration coverage to residents.
- Discussed July 2007 [Common Interest](#) newsletter content.
  - No firm content for July newsletter.

- Made aware of decision by Committee Chair to resign after publication of July newsletter.
- The next Communications Committee Meeting will take place tentatively on 2 July 2007 at Robert's starting at 08:00 PM.

**Adjournment:**

- By Committee vote the meeting was adjourned at 8:56 PM.

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Approved

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Date