



Communications Committee Report

Sep 17, 2022

Ryan Sommers, Chairperson

Members: Devona Saylor, Tori deVore, Cathy Faughnan, Jennifer Taylor

Purpose: The Communications Committee exists to (1) compose and distribute member communications in a clear, timely, and effective manner, including via the bigelkmeadows.org website, (2) work to apply record retention per the governing documents, and (3) administer fair, timely, and accurate voting and reporting of ballots.

Open Action Items

- General Website and IT Functions
 - **(In Progress) Action Item:** Work with ARC committee on electronic ARC form
- 2022 Technology Refresh
 - **(In Progress) Action Item:** Complete build-out plans for camera systems at: WTP, sand shed, tank shed and office.
 - **(In Progress) Action Item:** Donate or recycle old, outdated computer equipment
 - **(In Progress) Action Item:** Work with xBar7 to deploy phone in office foyer
- Water Meter Reading Project
 - **(In Progress) Action Item:** Further incremental improvements to water billing and metering
- Membership Communications Plan
 - **(Complete) Action Item:** Meeting with Board members interested in furthering how we communicate with members

Big Elk Meadows Association

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