

## Pine Mountain Club - Communications Committee

### Agenda December 3, 2024

#### CALL TO ORDER

#### ROLL CALL

**Members:** Marcy Axness, Diane Martell, update Christie Rainey's status

**Board Liaison:** Brad Hudson

**Visitors:** Todd Greisen

#### 1. Prior month's meeting minutes: October

1.1 Vote to approve.

#### 2. Board Liaison / Management Report

2.1. Input from the Board Liaison and/or General Manager.

#### 3. Old Business

**3.1. Committee Charters:** Provide an update on research regarding the annual revision process for all committees (SF).

**3.2. Website Updates:** Review progress: Winter Preparedness consolidation. Agreement on the next areas or items to prioritize for updates (DM).

#### **3.3. Committee Standard Operating Procedures [SOPs] and recruitment updates:**

- Committee SOPs update (DM).
- Recruitment Updates:
  - Report on feedback and outcomes from the Nov 17 "Meet & Greet" event (MA).
  - Next steps for recruitment strategy, Comm Comm takes on planning for next Meet & Greet. Select Date/s (DM).

#### **3.4. November meeting status updates:**

- **New Member Orientation:** Feedback from Nov 17 session (TG).
- **CINC Platform Decision:** Timeline check-in for decision on platform continuation or transition (TG).
- Document naming convention recommendations: Added to Comm Comm Strategy (DM). Consider next steps.
- **Weekly Condor's open rates:** What total # of recipients is the 60% open rate based on?
- **Comm Comm Strategy:** Next Steps (DM).

#### 4. New Business

**4.1. Condor Special Features:** Committee spotlights and other upcoming seasonal content ideas.

**4.2. Review Monthly Condor Ad Pricing**

**4.3. Board Meeting Live Stream:** What are the protocols and storage capabilities to prevent the public from downloading and repurposing snippets for personal agendas?

Next Meeting: January 7th, 2025

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