

Minutes approved by quorum via email

**PMCPOA Planning Committee
Meeting Minutes 5/10/25
Pavilion Room**

Meeting called to order 10:06 by Nichole Gates

Committee Members Present		Committee Members Not Present	
Madison Bottorff		Ewa Lipinska	
Terry Butler		Gene Vanderford	
Nichole Gates		Bob Weinandt (attended last 30 minutes)	
Cliff Penick (via zoom)			
Lauren Vela			

Board member liaison: Candace Bennett (not present)

Guests	Gail Carrol-Coe
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Discussion

- 1) The group discussed how to move forward with survey results and development of a new strategic plan.
 - Madison created a spreadsheet to serve as a tracking tool for progress on action items
 - There will be a narrative that serves as a summary to supplement the detailed report
 - The work includes historical information from the previous strategic plan including accomplishments and incomplete action items.
- 2) Strategic plan
 - First section – Amenities, Communication, Events,
 - The group agreed it would be helpful to have routine (annual?) gatherings for information sharing including information about bylaws, finances, committee roles, etc. given survey results indicating that members are not always, or do not always feel, informed.
 - Note there were three email lists and it is our understanding that those three lists have now been integrated to one master list. **Action item: Confirm the details of PMC mailing lists.**
 - Suggestion about holding member meetings, including town halls and others, during different timeframes to 1) allow more membership attendance options and 2) identify what times are best for most members. Additionally, ensure greater lead time.
 - The survey indicates that the most preferred communication mode is via email blast. **Action item: Continue to follow up on texting option, including sharing the number so that it does not get blocked.** Also note the opportunity to use texting as an emergency communication mode.
 - Subsequent section: Budget and finance reporting will be coupled with management and operations.
- 3) Survey Feedback
 - Key findings from the survey were discussed and are available via document currently being finalized for the Board.

Meeting adjourned 11:50