

Pine Mountain Club - Communications Committee

Zoom Meeting

APPROVED MINUTES – Tuesday December 7, 2021

6pm

DATE: December 7, 2021

CALL TO ORDER: 6:07

ROLL CALL : Jennifer Emmett, Debra Manoogian, Lee Dunnavant, Val Oliver, Carolyn Gilbert, Ellen McClellan (Liaison)

Guests: Ronni Wilde

Old Business

1. **Prior month's meeting minutes** Approved during last meeting.
2. **Agenda** Motion to accept/change. Motion made to accept Agenda as written. Seconded by Lee. Motion Carried
3. **Board Liaison report/updates** Ellen McClellan is acting liaison this month. Nothing new to report.

4. Old Business

- 4.1 **New Resident Packet** Update by Debra. Discussion.
- 4.2 **The Condor Newsletter** Discussion. Review Compliments Complaints and Concerns. Discussion. Action Item: Jennifer will email Karin and cc. Bill to see if we should be reading the CCC before The Condor prints them.

5. New Business

- 5.1 **Committee Chair Meeting** Report by Jennifer from Nov 18th meeting. Discussion Followed.
 - 5.2 **Agenda Timing** Action item: Agenda needs to be emailed to Reception at least a week before each meeting, and a copy to Ronni.
6. **Read and Approve Minutes of Today's Meeting** Motion made by Debra to approve Minutes as written. Seconded by Lee. Motion Passed.
 7. **Next Meeting Set:** January 4,2022 via Zoom at 6pm (directions on www.pinemountainclub.net/communications-committee)

ADJOURN : Motion by Debra to adjourn at 6:45pm, seconded Val. Motion Carried.