

## Pine Mountain Club - Communications Committee

### Approved Minutes January 2, 2023

#### CALL TO ORDER: 6:10

**Members:** Agustin Moran, Marcy Axness, Ian Sawrey, Diane Martell, Debra Manoogian,

**Board Liaison:** Brad Hudson

**Visitors:** Ronni Wilde, Todd Greisen, Rob Fredericks, Sarah Fulkerson, Clifford Penick Jr

1. **Board Liaison Report:** Board approved branding logo, font, consistency as presented
2. **Project updates:**
  - Trifolds:** Augie to contact committees for content review
  - Email blasts:** Diane and Marcy to work on efficient weekly communications create Mailchimp email templates. Todd granted access to Mailchimp account and will assist Todd and employees in identifying and creating strategies
  - Inventory Documents:** Debra to list documents from website, member packet, Non-event fliers, Todd to provide escrow list
3. **Google Drive:** Augie to circulate Agenda to committee, Debra to manage minutes
4. **Ferns Lake restocking:** Augie to work with Liz Venegas to promote the PMCPOA Fundraising event emphasizing POA match funding.

**Next Meeting: Feb. 6, 2024**

**ADJOURN: 7:06 PM**