



Vistoso Community Association
Communications Committee – March 2nd, 2020
945 W. Vistoso Highlands Drive - GENERAL SESSION MINUTES – APPROVED

- The meeting was called to order at approximately 3:00 pm. Members present were: Dan Sturmon, Sarah Nelson, Jim Dobbin, and Gayle Lopez. Absent was Dena Aucoin. Also present with FirstService Residential was Alexa Byrd, Administrative Assistant.
- Approval of February 3rd, 2020 Minutes – **A Motion to approve the minutes was made by Dan Sturmon, with a correction to add Sarah Nelson dialed in, Gayle Lopez second, motion carried unanimously.**
- Professional Administrator’s Day - Sarah Nelson discusses that she would like the Committee to come together to communicate with the sub associations managers for a luncheon. This event will be held on April 24th from 11:30am-1:30pm. Gayle Lopez agreed to gather some flyers to send to the sub managers via email.
- Topical Publications for Part-Time Residents - Sarah Nelson would like to have a “Tips + Tricks” section in the newsletter moving forward. Some thoughts for the “Tips + Tricks” are Oro Valley Police Department Dark house (police patrol your property while on vacation/vacant), friendly reminder to make sure all containers are flipped over to prevent mosquitos. Gayle volunteered to gather these “Tips + Tricks” with Sarah Nelson’s help.
- Wall Painting Project – Sarah Nelson brought to the Committee that now that the Board has approved the Wall Project, Sarah would like the Committee to help communicate with the homeowners that its also time for them to paint their wall as well. The Committee has decided they want this piece of communication to be very positive to help gain compliance from each resident with a wall that is visible.
- Newsletter – A couple last minute things were added to the newsletter. Sarah provided a “Wall Painting Project” Article. As well as Gayle composing the “Tips + Tricks” to add into the newsletter. The committee has agreed that it is okay to exceed the normal page count in this newsletter, due to all the content that is needed for Quarter 1 Newsletter.
- Survey – Dan Sturmon suggests that the survey is changed from “Go Green” to “Go Paperless”. Dan Sturmon feels this will be a better approach to the community. The Committee agrees to change to “Go Paperless”. Jim Dobbin will contact Dena Aucoin to see if he can gain access of the survey or if it will need to be recreated. Jim also volunteered to write a little description to add into the body of the mass communication.
- Website - Jim Dobbin anticipates that the new website will be live in about two weeks as long as everything goes as planned. Before going live Jim Dobbin is working on all generic emails.
- As Brought Forth – Sarah Nelson has informed the committee that Dena AuCoin will be stepping down for the time being due to personal reasons.
- With there being no further business, a motion to adjourn at 4:20 pm was made. **Motion carried unanimously.**

Next Meeting Date – Monday April 6th – 3:00pm – 945 W Vistoso Highlands Drive