

APPROVED



**Vistoso Community Association**  
**Communications Committee – October 10th, 2024**  
**Zoom Platform - Communications Committee Minutes**

Members present: Randy Kohout, Tim O’Keefe, Joe Affinati and Kathleen Hernandez  
Staff Present with FirstService Residential: General Manager, Barbara Daoust and Assistant Community Manager, Timothy Holt Jr.

**I. Call to Order**

*The meeting was called to order at approximately 3:00pm.*

**II. Adopt Agenda**

Two topics were added to the agenda, Parking Street Sign & Website Document Access  
*Randy Kohout moved to adopt the amended agenda, which was seconded by Kathleen Hernandez. The motion was carried unanimously.*

**III. Approve September 12th, 2024, Minutes**

*Joe Affinati moved motion to accept amended minutes, seconded by Tim O’ Keefe. The motion carried unanimously.*

**IV. Review of September Newsletter and Stats**

The committee reviewed articles that had the most clicks and visits in the September Newsletter.  
Greetings from the board: 198  
Did you know 55  
Snapshot: 91  
Critter of the month: 74  
AAA Landscape: 30  
Member Corner: 0

**V. Discussion of October Newsletter Articles and Distribution**

The theme for October “Greeting from the Board” will focus on the Community Yard Sale, Fall Event, National Night Out, Oro Valley Festival of Arts, and the La Encantada Festival. “Did You Know” will center on Fun Facts about Arizona State. The ‘Oro Valley Path Forward’ article will be featured.

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**VI. Discussion of November Newsletter Article Themes & Topics**

The November Newsletter will feature articles about Critter of the Month and Parking Signage Article and Website Document access.

Randy moved motion to recommend Governing Docs Committee Parking Signage Flyer, seconded by Kathleen Hernandez. Motion carried unanimously.

**VII. Adjournment**

The next meeting is tentatively scheduled for Thursday, November 14th, 2024, at 3:00PM.

With no further business, Kathleen Hernandez motioned to adjourn the meeting at 4:03p.m., which Tim O'Keefe seconded. The motion carried unanimously.