

APPROVED



**Vistoso Community Association**  
**Communications Committee – December 12th, 2024**  
**Zoom Platform - Communications Committee Minutes**

Members present: Tim O’Keefe, Joe Affinati, Randy Kohout and Kathleen Hernandez

Absent: N/A

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**

One topic was added to the agenda, Candidates Video Recording

*Randy Kohout moved to adopt the agenda as presented, which was seconded by Tim O’Keefe. The motion was carried unanimously.*

**III. Approve November 14th, 2024, Minutes**

*Tim O’Keefe moved motion to approve minutes as presented, seconded by Joe Affinati. The motion carried unanimously.*

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

The committee reviewed articles that had the most clicks and visits in the September Newsletter.

Greetings from the board: 162

Did you know 51

Snapshot: 32

Critter of the month: 31

AAA Landscape: 32

Member Corner: 0

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

The theme for December “Greeting from the Board” will focus on the Oro Valley State of Town, Streetlight Removal Feedback, Senior Activities and Classes, AZ Booklist. “Did You Know” will center on Things to Do In Arizona Winter.

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

The January Newsletter will feature articles about Parking Enforcement Signage, Critter of the Month, Town of Oro Valley Future, Trivia Facts, Call for Candidates and themes for 2025 newsletters.

APPROVED

**VIII. Adjournment**

The next meeting is tentatively scheduled for Thursday, January 9<sup>th</sup>, 2025, at 3:00PM.

With no further business, Kathleen Hernandez motioned to adjourn the meeting at 3:27p.m., which Tim O'Keefe seconded. The motion carried unanimously.