

**Sunscape Estates RV Park Cooperative  
Communications Committee  
Minutes for Regular Meeting April 11, 2017  
Unapproved**

**Call to Order: 1:00 pm by Marion Wallin**

**Roll call:** Marion Wallin, **Chair**; Linda McBride, **Secretary**; Skip Custer, member **Special Assignments**; JoAnn Bloemendaal, **member/Activity Director**; Donna Strait, **member Webmaster Liaison**, Kathy Miller, member and Vern Beckstead, **BOD Liaison** were in attendance. Special guests: Armando, **Maintenance Supervisor** and Butch Partee. Absent : Jan Kissick, **member/Newsletter Editor**; Dick & Lois Emmel, **members/Special Assignments**; Billie Hering, **Sunscape News Email**; Hal Pullin, **member newsletter**; **Maintenance Manager, Armando and Butch Partee** were guests .

**Previous Minutes:**

**Motion CM 17-16/17** Made by Skip, 2<sup>nd</sup> by JoAnn that the minutes of the March 14, 2017 Communication Committee Meeting be adopted. Carried.

**Correspondence: NA**

**Old Business:**

**1. Sunscape Way Happenings April Edition Review**

**Discussion** Should have a cutoff date for submitting articles and corrections.

**Outcome:** **Motion CM18-16/17**

Revisions and edits discussed and made. Motion by JoAnn, 2<sup>nd</sup> by Skip to accept revisions and edits. Motion carried

**2. Mass E-mail– Communications- Richard Emmel**

**Discussion:** Working continually on E-mail.

**Outcome:** Tabled until Fall

**3. Review material for storage & recovery to be kept in Bookkeepers Safe**

**Discussion:** Check capacity of safe,

**Outcome:** All items to be put in safe, still a work in progress. All Go Daddy Information, Software, and backup files, plus Communication records, etc.

#### **4. Review Webmaster Liaison Procedures**

**Discussion:** Need to make clear where each item goes prior to sending to Mystic Windows.

**Outcome:** Marion and Donna will modify/follow through as needed.

#### **New Business**

##### **1. Skip proposed BOD agendas and minutes be sent out with the email program.**

**Discussion:** Agree proposal has merit.

**Outcome:** Tabled until Fall, when email program up and running.

##### **2. Skip proposed that Sunscape RV Resort Co-Op have a more official representation on Facebook.**

**Discussion:** Too much garbage on the current site. He would like to see it monitored

**Outcome:** Tabled until Fall

**Announcements:** Next meeting October 14, 2017

Meeting adjourned by the chair at 2:15

Respectively Submitted,

Linda McBride  
Secretary