## **Communication Committee**

## **GENERAL OUTLINE**

The Communication Committee was established to assure timely and accurate communication of information from the Board of Director to the HOA. There are several areas of involvement in this committee, and the Communications committee will continue to grow.

## **DUTIES:**

- Promote and coordinate resident communications
- Manage community website (through Jerry Garber), create, and publish monthly newsletters.
- Maintain community Bulletin Board
- Promote and coordinate all Social Events
- Draft a welcome letter for new homeowners

2013 - 2014

BOARD LIAISON	NAME & ADDRESS	PHONE & EMAIL
HOMEOWNER ONE	NAME & ADDRESS	PHONE & EMAIL
HOMEOWNER TWO	NAME & ADDRESS	PHONE & EMAIL