

## Communications Committee Meeting - Tuesday, February 26th

Members Present: Davianne Buckley, Chair  
Christy Smith, Board Secretary  
Lorna Cobb  
Dave Syrcle  
Joe Tran  
Doyle Turner



The Committee met at the Buckleys' home at 915 S. Shelley Lake Lane. The following items were discussed:

- **Community Directory:** Joe Tran will begin developing the on-line Community Directory with the following specifications
  - Users will have the ability to view the directory on-line or print a copy.
  - Ability to search by name or address, print in name order or address order.
  - Logins will be created for all neighborhood homeowners.
  - The Board and Committee Chairs will be the first to have access to the on-line directory. They will have access to all homeowners.
  - The homeowners will only have the ability to print or view information on those homeowners who completed their Contact Forms and indicated that they would like to be included in the directory.
  - Board and Committee Chair members will have the ability to create a text file that can be imported into Excel.
  - The Directory print report will include the disclaimer "Resident of Shelley Lake Use Only".Davianne will forward Joe the Excel spreadsheet that includes all homeowner information. Christy will forward Joe an electronic copy of the Shelley Lake letterhead to use for formatting the print directory.
- **Community Events:** Dates for community events were set. Each event was assigned a committee member "chair". Upcoming events include the following:
  - Community Yard Sale, June 7 – 8: Christy Smith will Chair. The yard sale will be extended to Sunday this year for those who would like to sell both days. Saturday hours will be 8 – 4, and Sunday hours will be 11 – 4.
  - Community BBQ & Potluck, July 17: Lorna Cobb and Dave Syrcle will Chair. The HOA will provide hamburgers and hot dogs, and the community will be asked to bring salads, chips, etc.
  - Ice Cream Socials, August 12 & August 21: Davianne Buckley will Chair. We'll again hold one ice cream social on the Lake side and another on the Reflections side.
  - Sprinkler blowout, October: Christy Smith will Chair. Homeowners will sign up in September to receive the special HOA rate.
  - Christmas Lights contest, December 15 - 31: Davianne Buckley will Chair. Winner will again be announced at the Annual HOA meeting.
  - Other event ideas include a mini Bloomsday type event on the trail, a Halloween pumpkin carving contest or costume contest, an Easter egg hunt (in 2009), flag days. These ideas will be discussed further at future meetings.
- **Outdoor Bulletin Boards:** The committee is continuing to gather information. We propose four bulletin boards to begin with, one near each of the four gates. Joe Tran will explore concrete options, Doyle Turner will contact a carpenter regarding options and Christy Smith will gather information on electronic reader board type signs. We'll discuss further at a future meeting.
- **Welcome Committee:** New homeowners include:
  - Mark Henderson, 831 S. Shelley Lake Lane
  - Casey & Courtney Brazil, 912 S. Shelley Lake Lane
  - 15914 E. 6<sup>th</sup>, no information yetDavianne continues to work on the modifications to the Welcome Packet. We'll bring a packet and welcome basket to each of these new homeowners when the packet is ready.

- **Document summaries needed:** The Board has asked that the Communications Committee summarize the 5<sup>th</sup> Addition Settlement Agreement and the Well Lease Agreement for posting on the website. In addition, the on-line CCRs need to be proofread to ensure that they match the official copy. Doyle Turner will take these tasks.
- **Next Meeting:** Tuesday, March 25<sup>th</sup> at Donna Jacot's home, 907 S. Shelley Lake Lane