

**Communication Committee
Minutes for 14 September, 2019
Pool Pavilion
10:00 a.m.**

1. Call Meeting to Order.

Meeting was called to order at 10am

Pam Plouffe withdrew as a member of this committee leaving us with 6 members

Polly Kay, Debra Manoogian, Laura Williams and Auggie Moran were present giving us a quorum. (Members not present: Roy Samuelson, Jennifer Emett)

First order of business was to select a Chair and Secretary for the committee.

The committee voted **Polly Kay as Chair and Roy Samuelson as Secretary**. The committee discussed adding a co-Chair. This needs to be looked into to make sure we are allowed a co-Chair. If so, **Debra Manoogian** would like that position.

2. Approval of minutes for September 14, 2019

3. Topics discussed and Recommendations:

Conflict Resolutions

Committee recommends that language is created and posted to web, Condor, New Welcome Packets that states some of the PMCPOA rules about noxious noise, barking dogs and dogs off leash so that our members are aware of the rules.

Welcome New Members Packet

Committee recommends adding a Code of Conduct page (language to follow) to our new members' packet and a Social Media page listing our official links

PMCPOA Website

Committee wants to conduct a thorough analysis of our website and recommend updates, procedures, bug fixes etc.

Official Communications

Committee recommends that complaints emailed directly to the GM or Board Members be routed to the Managers/Supervisors of the department/s involving the complaint first before responding to the member initiating the complaint.

PMCPOA Rule Changes

Committee recommends posting any PMCPOA Rule changes on web, Condor and where appropriate.

Regards,

Director Tony Harmon, PMCPOA