

**PMCPOA Planning Committee**  
**Meeting Minutes 4/6/2024**  
**Pavilion Room**

Call to order by Candace Bennett at 1:03 PM

1. Committee Members present: Debbie Ballard, Candace Bennett, Madison Bottorff, Terry Butler, Lisa Chapman, Nichole Gates, Ewa Lipinska, Gene Vanderford; Via Zoom: Cliff Penick

Absent: none

Guests: Philip Gabriel (board member), Brad Hudson (board member), Finn Myggen.

Board member Liaison: Mark Bailey

Guests Via Zoom: Janie Andretti, Jennifer Emmet (board member), Randall Gates, Edward Henriques, Roseanne Lehmann, Angie Moran, Grace Wolleman.

2. Candace opened with the issue of pausing the strategic plan survey in light of rising concerns around members name/ID being used as verification for POA membership and avoiding duplicate entries. Candace presented two scenarios:
  - a. Reopen existing survey in order to keep responses for those who have already taken it, and invite all remaining members via email through Survey Monkey's email collaborator system (providing anonymity)
  - b. Take this opportunity to clarify some questions that were garnering confusion, and add some questions that some members suggested be addressed. This would mean releasing a new survey to ALL members and voiding previous entries. Would be released the same way via Survey Monkey's email collaborator

- c. Big hurdle with both scenarios is that the Planning Committee/POA would need permission from each owner to use their email in Survey Monkey - thus requiring an email campaign to opt into Survey Monkey
3. Madison & her husband Ed Henriques presented a third option of embedding the survey link on the PMCPOA website, behind the member login. If the website is capable, this would allow for member verification via the normal login, and then specific data points could be coded to ensure only one entry per lot. Offering both member verification and anonymity.
- d. The website is currently being transitioned over to CINC and this will likely be drawn out over a couple months, so the current website might still be available for this option
  - e. Candace is connecting Ed with Ronni to determine what our options are and to see if we can program the website and turn the survey around by April 15th

The planning cmte voted to use this 3rd option of embedding the Survey Monkey link on the website, both to satisfy the concerns of all of our membership, and make sure that everyone felt safe in taking the survey and that the results, when final, could be trusted.

4. For multi-lot owners, there will be a second “mini survey” pertaining to items necessary for owner input and not related to amenity usage. This would also be embedded on the website with a way to verify who takes it. The renter survey will also be re-released to include the additional questions and clarifications suggested by members.

5. Election cmte will have Madison, and Lisa. Nichole will hand out papers and pencils for members to write questions at the two candidate forums.

6. Adjourn 3:12 PM

Next meeting May 4th, 2024 - PMC Pavilion

Planning Committee Minutes approved on \_\_\_\_\_ 4/10/24 \_\_\_\_\_ via email.

Minutes Prepared by: Lisa Chapman, Secretary & Candace Bennett