

COMMUNICATIONS COMMITTEE

Minutes of November 8, 2006 Meeting
CA Conference Room

Attending: Ray Wright, Chair; Susan Lambert, Peter Roll, Doug Willoughby, Sondra Carlton (CA Staff), Evelyn Fox (CA Staff), Meredith Mitchell (guest), Dave Dobbins (guest)

The Communications Committee (CC) meeting was called to order at 9:30 AM by Ray Wright. Minutes of the October 11, 2006 meeting were approved following a motion by Peter.

Old Business

Web Portal Policies

Ray presented the Web Portal policy suggested revisions by Dave Dobbins for discussion. Dave summarized the purpose of his suggestions in terms of specific policy content as well as communication goals. Following committee discussion, Dave agreed to summarize the proposed three major policy subsections into a single document that will be prefaced with "definitions and roles" of policy participants. Ray will set up a CC workshop during the next two weeks for the purpose of discussing the revised document.

The CC agreed to postpone submitting the Web Portal policy until the Dobbins proposal has been reviewed and a new document developed and approved, at which time it will be posted on the Sun City Website for public review and comment before submittal to the CA Board for action.

Future CC Projects

Ray requested that the "Future Issues for the Communications Committee" (submitted by Peter Roll at the October CC meeting) be reviewed by CC members and the following feedback be sent to Susan Lambert: (1) prioritization for CC focus for each of the nine issues, (2) identification of whether each issue is "ongoing" or "periodic".

Web Portal Status

Microsite training classes are continuing for microsite editors.

The meeting was adjourned at 11:15 AM.

Susan Lambert, Secretary