

DRAFT VWOA Communications Committee Meeting Minutes January 8, 2026

1. In Attendance

Bill Fenstermacher, Gabriel Hernandez, Francis Lomax, Barbara Lee, Coral Fathy, Joyce Oliver, Patricia Holmes, Ashley Rioux, Elaine Maurer

2. Absent: Michelle de Jongh

3. Review/Approve Previous Minutes (November 4, 2025)

Francis Lomax requested a minor change: a typo in the second paragraph under “Open Form” should be corrected from “Lomas” to “Lomax”. The minutes were approved with this suggested change and the removal of the “**DRAFT**” from the title.

4. New Attendees: ????

5. Old Business:

At the November meeting, several items were closed out; thus, there are no “Old Business” items to discuss at this meeting.

6. New Business:

a. Acting Communications Committee Chair

Mr. Fenstermacher explained how he became the Acting Committee Chair, but because of his other duties with the Association, he did not want to serve as chair. He asked for volunteers to apply to be the Chair so he could fulfill his duties as Vice Chair.

b. Staff Point of Contact for Newsletters

Mr. Fenstermacher brought up the issues involved with interfacing with the staff for newsletter articles. Ashley thought it would be best if he sent the requests to her as a single point of contact for this.

c. Article Brainstorming

Mr. Fenstermacher emphasized the importance of submitting Newsletter inputs submitted by the **20th of the month** for publication at midnight on the first day of the following month.

d. Social Media Communications

There was a lengthy conversation about the “What’s The Buzz” and “StrEats of Westcreek” announcements since they no longer appear on the new VWOA Website. This discussion

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evolved into discussions involving the Suggestions and Recommendations Committee (SARC). Mr. Fenstermacher suggested people should take their recommendations to the SARC, not the Communications Committee. He also suggested that a calendar event should link to the appropriate “What’s the Buzz” announcement so they can easily find them using the Calendar on our VWOA Website.

e. Website Search Feature

He also noted that the new Website also does not have a search feature. He was wondering if we could add that capability back to the Website. Ashley said she would look into it.

7. Open Forum

a. Committee Roles and Responsibilities

Mr. Fenstermacher wanted to clarify the roles and responsibilities of this committee. He recommends we review Administrative Resolution (AR) 39. It indicates that this committee is to make recommendations to the Board. We should provide the details that they need to make their decisions.

b. Motions

Mr. Fenstermacher suggested the following guidelines for making suggestions to the Board. When we have something to recommend for the Board, we should bring a written motion to the meeting. Then that person presents the detailed motion to the Committee. If someone seconds it, we discuss it, and the committee votes yea or nay. If the majority votes in favor, the Secretary logs it in the minutes, and the Committee Chair can email it to the Board for consideration.

c. Monthly Meetings

Joyce Oliver suggested we go back to monthly meetings for the Communications Committee. After some discussion, Mrs. Oliver made the motion to continue monthly meetings on the same schedule as before (the first Tuesday of the Month at 2:00 PM). If the Chairman determines that we have nothing to discuss, he or she will notify the staff, and they will then send the cancellation notice instead of the meeting announcement. The motion was seconded by Mrs. Fathy. All voted in favor, except for one who abstained. Mrs. Mauer said that she may not be able to attend each monthly meeting.

d. Chairperson

Barbara Lee nominated Gabriel Hernandez for the Communications Committee Chair. He indicated that he would do his best at the Chair position. All were in favor of this

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nomination. Mrs. Maurer said that she would bring it up at the next Board Meeting. **They approved him for that position at their January 2026 Board meeting.**

8. Next meeting on Tuesday, February 3, 2026, at 2:00 PM

9. Adjournment

Joyce Oliver motioned to adjourn. Coral Fathy seconded. All were in favor. Meeting adjourned at 3:15 PM

Chairperson _____ Date _____

Secretary _____ Date _____