DRAFT VWOA Communications Committee Meeting Minutes
May 6, 2025

In Attendance

Chair Barbara Lee, Francis Lomax, Bill Fenstermacher, Michelle de Jongh, Joyce Oliver, Coral Fathy, Patricia Holmes, Dora Trosclair, Community Manager Maria Robinson, Board of Directors President Elaine Maurer

Guests: Kim Dixon, Ann Lomax, Gabriel Hernandez (check spelling)

Absent: Francis Ferdin; Tommy Pittman has resigned

The meeting was called to order at 2:02 PM

Review/Approve Previous Minutes

The minutes from the April meeting were approved with no changes.

Old Business

a. **Update on VWOA website.** Maria Robinson will be meeting with vendors this week.

b. **Signs for official Board Meetings.** Maria Robinson has ordered new stickers to change the day on the signs. They will be ready for the July Board meeting.

c. **Follow-up research on by-laws for committee limitations.** Maria Robinson said the papers filed in 2018 were identical to the ones from 1994 and they were notarized and signed by Board members. Francis Lomax said the management certificate was not included on the second version. Maria said she will check again to confirm. Francis will link documents to show her what he is referencing.

New Business

d. **Creating a survey**. It was already sent out on Constant Contact.

e. **Creation of mission statement.** Maria Robinson said that AR39 has a Communications Committee mission statement. Francis Lomax said it needs to be filed with the county. Elaine Maurer said we should use AR39 as a jumping off point for a mission statement. Maria explained that according to the By-Laws, a statement should be in an AR. She also said the By-laws do not state that a Board member must be present at committee meetings.

f. **Next Volunteer table event.** The Town Hall Meeting will be May 12. Elaine Maurer said water will be provided, but there is no budget for snacks. Barbara Lee said the committee would provide cookies. Elaine explained that in the past, very few people showed up for meetings so food was dropped from the budget. Bill Fenstermacher reminded everyone that we can't change the past, but we can go forward from now.

g. **Other topics.** Bill Fenstermacher is working on the newsletter and would like to have any articles by the 20th. He said he wants to write an article about a boy on NextDoor who is picking up litter. Dora Trosclair suggested having a veteran spotlight. Bill said perhaps a group could

form to select veterans to profile. Barbara Lee suggested adding a new section to the agenda called Open Idea Forum after new business.

n. **Next meeting:** June 3, 2025

Adjournment

Joyce Oliver motioned to adjourn. Dora Trosclair seconded. Meeting adjourned at 2:41 PM.