

**Regency at Providence
Communications Committee Meeting
January 20, 2014**

Attendees:

In Attendance: Rich Bergeman, Bob Derbyshire, Kathy Flaherty, Charlie Jones (*chairperson*), Dave Kendall, Dave Lowe, Katy Malone, Stan Rosenau, Rosie Shannon, Donna Smith, Todd Welsh.

Call to Order:

Charlie Jones, committee chairperson, called the meeting to order at 10:05 a.m.

Reports:

Intra-Community Communications

Donna Smith reported that the block captains will be delivering the 2014 community directories as soon as they are returned from the printer. Block captains will encourage residents to shred the old directories to insure confidentiality. Block captains were lauded for their efforts in distributing the community Rules and Regulations with dispatch.

Rap Flyers/Rap Classifieds

Katy Malone reported that she is able to send 2 rap flyers an hour to maintain Comcast's business regulation of 1000 recipients an hour. As some households have multiple e-mail addresses, when the development is completed it may be difficult to maintain this level of communication. (There are 287 homes sold currently, with 335 being in the final community count--108 in phase IV.) Charlie requested that Katy explore if the number could be increased. Katy noted that her distribution lists allow for information to be sent by Phase.

Township Update

Todd Welsh noted that he is watching township agendas. He stated that the information regarding upcoming meetings on the web appears to lack detail. He noted that there appears to be some suggestion that the Gambone property may again be discussed at the next meeting and Todd will attend this upcoming meeting (on Wednesday evening).

Website

Dave Kendall summarized website activity, noting that there were 13000 "hits" on the website in 2013, suggesting that there were on average of 36 views per day. An asset of the website is document storage. Among the 8500 posts that were hit with some frequency were the board meeting minutes, the current edition of the RAP sheet, and the community calendar. Links to football and baseball teams also had a significant number of hits, as did rental forms for the club room. It was concluded the website is "serving its purpose." The total cost per year is under \$50 (\$25 for the use of Wordpress, a program used by 60 million websites with payment going for our domain name, and \$20 to omit advertisements); this gives 3 gigabytes and we have only used 14%. The community declaration is on the website and most committee by-laws. Dave expressed concern about his being away for 2 weeks; it was concluded that this would not be a problem

Calendar

Rosie Shannon mentioned that in spite of having the rap.calendar email address, even when she was away and had placed an "out of office" on the calendar email, a few people persisted in calling her home and writing to her personal email address; Charlie indicated that when persons write to his personal email, he forwards the emails to the RAP Sheet email; Todd Welch

Calendar (continued):

suggested that she send all responses from the calendar email address.

Rosie also noted that there are no existing documents that describe the calendar scheduling process. She stated that she will draft a statement for Board approval.

Discussion ensued regarding the scheduling request of a geographic group (e.g., a Phase) to use the clubhouse. It was re-affirmed that unless it is a group recognized by the social committee, payment must be made.

Newsletter

Charlie Jones expressed appreciation for everyone’s efforts in getting the February newsletter articles to him with dispatch this month. The newsletter has been sent to Dave Lowe for proofing.

RAP Activities Guide

Dave Lowe noted that with all of the names being removed from the Activities Guide, the document now provides only a description of each activity. Thus, there will be less of a need for frequent revisions.

The issue of the name of our community became a point of discussion when the current draft of the Activities Guide was disseminated. Stan noted that the declaration names the community as “Regency at Providence, a planned community.” There was considerable discussion about this topic in that some “Regency Hills” residents perceive their Phase as having its own name, in that even their post office differs from that of the other three phases. Donna mentioned that the 2014 Directory (that is in the printing process) is entitled “Regency at Providence/Regency Hills Directory.” After much discussion, the need to clarify the community name on all future documents was affirmed; Bob Derbyshire offered to draft a statement for clarification. Dave Lowe, who had proposed the idea, offered to draft something as well and send it to the Board for their approval.

New Business:

Stan Rosenau related that Diane Bidy, MidAtlantic Community Manager for RAP, had proposed at the recent Board meeting that consideration be given to subscribing to a VOLO Village system (communications and disaster tool) to send mass emails. It is understood that it would cost about \$700 to install the system (\$2.50 per household) Each household would determine if the communication would be in the form of a text, email or phone call. It is unclear as to whether it is a one-time or annual charge. Charlie recommended that we table it until all homes are all built. Rich recommended that we at least investigate it to get more information. Katy and others questioned as to what additional benefit it would have in that we have RAP flyers and the Township making mass calls in the event of community weather issues.

Katy also mentioned that residents can subscribe to the Phoenixville Patch (*phoenixvillepatch.com*) to get information about local issues (criminal activity, etc.).

The next meeting of the Communications Committee was scheduled for Monday, April 21, 2014, at 9:30 a.m.

Adjournment:

With no further new business, the meeting was adjourned at 11:30 a.m.

Respectfully submitted,
Donna Smith