

## REGENCY AT PROVIDENCE COMMUNICATION COMMITTEE

Thursday, September 5, 2019 - 7:00 pm Sloan Clubhouse

Participants: Dave Lowe (*chairperson; called in*), Todd Welsh (*chaired the meeting*), Ruth Chillemi, Kathy Flaherty, Lucy Hornstein, Setta Jacobs, Charlie Jones, Katy Malone, Mary Seymour, Donna Smith, James Young, Nino Morello (*RAP Board Representative*)

### Call to Order

Todd Welsh called the meeting to order at 7:05 PM.

### Approval of Minutes

The minutes of the April 22, 2019 meeting were sent to the Committee on June 13, 2019. Dave made a minor correct on June 17, 2019. No other additions or corrects were noted. Todd posted the minutes on the RAP Website on June 17, 2019.

### Task Leader Reports

#### Regency News / RAP Flyers – Ruth Chillemi & Setta Jacobs

- "Do Not Reply" Discussion on effects of new RAP Flyer Format
  - Setta is still getting direct replies from community recipients; feels it will resolve itself over time. Setta trashes returns; Ruth prefers to respond.
  - Returns to Regency News has dropped; involves just a few repeat people
  - Suggestion was made to put the 'Do Not Reply' message in two places
- Contact Information – compliance with name, street address, phone and/or email
  - Discussion of what is going to be the rule; do all elements have to be included? After lengthy discussion it was decided:
    - RAP Classified – name, street address, phone and email
    - RAP Flyers – name and email is sufficient
    - RAP Flyers from Committees – name and email is all that's necessary
    - NOTE: New Management Company may have other options available for us.
- Email Limits – What to do about it?
  - Current list has 493 emails; can handle 500
  - Bulk Emailing Companies –not relevant to our needs
  - Decision was made to table discussion until we see what is available with the new management company

#### RAP Directory – Donna Smith

- Lengthy discussion about benefits of an electronic directory verses printed directory
- There may be a need for both versions
- Printing of October Update – Management office usually runs off these one sheet copies (approximately 350 copies).
- Donna will stay on through October

- 2021 total Directory is due for replacement (cost is approximately \$600)
- Unknown Factor – How will future directory be handled?
- Ability to add fields electronically may make it difficult to print portions of the directory
- NOTE: Dave made comments via the phone but it was very difficult to understand. Had something to do with an electronic copy verses hard copy.

#### **Newsletter – Charlie Jones**

- Everything is going fine. October's newsletter will be released early because Charlie is going away. He needs all relevant articles by September 19, 2019.

#### **Website – Todd Welsh**

- Most announcements for Website are routine. Todd uses prudent judgment on what info is put on the website.

#### **Calendar – Mary Seymour**

- Mary questions if the new management company has a calendar program that can repopulate items. Not known until someone can ask that question of the management company.

#### **Board Liaison – Nino Morello**

- The new management company CAMCO officially starts in January but there is a 90 day period to institute transfer.
- In late September, Todd Walsh and James Young may be able to meet with the new management company's IT people.
- Karen Windau, from Phase 4, is the new RAP board member. She was selected by the board to take Tom McCarthy's place. Tom's retirement was effective July 31, 2019.

#### **2020 Budget Requirements**

- RAP Directory
  - Requests about \$400
    - 2020 Alpha section & yellow pages (updated in April approximately \$300-\$400))
- Website
  - Requests \$60 for 2020

#### **Adjournment**

With no further business, the meeting was adjourned at 8:15 PM.

Respectfully submitted,  
 Kathy Flaherty, Recording Secretary  
*September 19, 2019*