**Marketing and Communication: August 10, 2023 Minutes**

Members Present: Kristen Neu, Alyssa DeNora, Mark Kempner, Barry Mendelsohn, Dan Grant

This meeting was called to order on Thursday, August 10, 2023 at 6:43 p.m. in the Trophy Room

New/Ongoing Business

* Briefly discussed supporting B&R with CC rental business; this is further down our to do list
* Mark is requesting a list of steps the committee is taking in the next year
	+ The committee has minutes available for residents to review

Email List Project

* Committee is resolving a number of communication issues with this project.
* New resident contact info form was created with the office to be given to new residents when they come to the office for their badges.
* Newsletter/notification sign up form was created for existing residents who want to sign up to have the newsletter emailed as well as receive community notifications; this will be promoted on social media and through flyers around the community.
* Existing newsletter email list will be cleaned up as well.

The meeting was officially adjourned at 7:29 pm.

Minutes written by Kristen, Co-Chair and approved by Mark, OIC