



IRONBRIDGE PROPERTY OWNERS ASSOCIATION
c/o Integrated Mountain Management
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970-930-6200

**NOTICE OF MEMBER ENGAGEMENT AND COMMUNICATIONS
COMMITTEE MEETING**

This is a Meeting All Owners are Welcome to Attend
(Board Liaison is Alice Angier)

When: Wednesday, November 30, 2022 at 5:00 pm

Where: 1102 River Bend Way

Notice is hereby given that a Member Engagement/Communications Committee Meeting of Ironbridge POA will be held on Wednesday, November 2, 2022 at 5:00 pm local time. Location: 1102 River Bend Way.

**Member Engagement/Communication Committee
Meeting Agenda**

Call to Order

Old/Unfinished Business:

- Welcome Basket: Danielle to review status – Get folders from the Club and any Gift Cards from Local Businesses – Put in Newsletter that we could use these items
- Newsletter: Finalize and discuss each person's section and go over protocol
- Website: Rhonda/Alice to discuss meeting and next steps necessary to go live on January 1, 2023. Zac to get ownership for now of the domain name and get it pointed to the new site in December. Rhonda needs to get contact list
- Directory: To continue to figure out how to create and discuss
- Social Gatherings: To present flyer for Jan. 6 First "Meet and Greet" at the Club and discuss any ideas
- Meeting with the Club Update on Marketing: Need to get Cal to discuss Jan 6 and Marketing Folders
- Go Live Communication Strategy: Discuss all areas needed

New Business:

- Discuss Submission Contact Form
- Do we need December Committee Date or Correspond by email?
- Discuss Key Notes for Annual Meeting Committee Summary

Action Items:

- Go Live on January 1, 2023 with Website/Newsletter and go over any Clean up Before
- Possible Town Hall Meeting at Club about Website and how to log on to create Profile
- Need to Create Constant Contact Email List right away!
- Send out Invite to Committee's "First Meet and Greet" – By December 6th?

Adjourn