

Community Services Associates, Inc.
Communications Committee Meeting Minutes
February 19, 2019
11:00 AM

On Tuesday, February 19, 2019 a regular meeting of the Community Services Associates, Inc. Communications Committee was held at the Sea Pines Community Center, Meeting Room #2.

Roll Call

Present:	Barry Barth, Chairman	Cary Corbitt	Bill Johnson
	Dan Lieberman	Charles Miner	Lawrence Movshin
	Becky Pardue	Scott Richardson	Paula Scanlon
	Bill Tucker	Michael Tucker	Kathy Wilcox

Absent:	Mark Griffith, Ex-Officio	Jim Kaskie	James Richardson
	Stu Rodman	Beverly Serral	

Staff Present: Bret Martin, CSA President Jean McElroy, Communications Coordinator
Amanda Sutcliffe-Jones, Director of communications

Call to Order

The meeting was called to order by Barry Barth, Chairman at 11:03 a.m.

Verify Quorum

With the majority of Committee Members in attendance, quorum was met.

Ratify Approval of the November 7, 2018 Meeting Minutes

A motion to ratify approval of the November 7, 2018 Communications Committee meeting minutes was made and unanimously carried.

Unfinished Business

Review of current Sea Pines CSA Release of Records Policy

Committee reviewed this policy. No changes were made.

Review of current Sea Pines CSA Mass Email Communications Policy

A motion was made to remove the software program name, Constant Contact, from the policy. The motion was unanimously carried with this change.

New Business

Discussion regarding responding to Social Media:

Barry Barth said we need to develop a policy to determine – where and when to address false comments posted on social media platforms. Discussion occurred amongst the Committee. Chairman Barth tabled the discussion for a future date.

Digital Gate Sign Policy Discussion

A discussion was opened concerning the expanded use of CSA owned and managed digital signs beyond CSA, ASPPPO, Forest Preserve and Six Oaks. It was decided by the Communications Committee to keep the policy as it is currently written and limit the use of CSA owned and managed digital signs to CSA, ASPPPO, Forest Preserve and Six Oaks.

Sea Pines Community Newsletter Format

A discussion was initiated concerning the “digital only” format of our publication Sea Pines Community News. Time restrictions necessitated tabling this issue and a request was made to add it the Old Business

for the March 12, 2019 CSA Communication Committee meeting.

Adjournment

With no future business before the committee, the meeting was adjourned at 12:35 pm by Chairman Barry Barth.

Respectfully Submitted,

A handwritten signature in cursive script that reads "B. C. Barth".

Barry Barth