



Communications Committee – 4/21/15 Meeting Minutes

Present: Lynn O'Brien – Chair, Susan Dillon, Heidi Michel, Laurie Wilhoit, Jim Dalbec, Nikki Bilbrey, Larry Bowman
Absent: John Barrington, Lucy Prouty

The mission of the Communications Committee is to enhance the internal & external communications and expand awareness of the programs, benefits & services offered by Ela Township

Sub-Committee update:

EXPO –

- Reviewed the feedback forms from everyone. Will keep on file for next year.

Newsletter –

- Sub-Committee presented the proposed plan with cost - 1 mailing (brochure/catalog) & several postcard mailings. All cost was based on current budget- no additional funds required.
- Very well received – Susan Dillon will present the plan at the COW in Lynn's absence. Laurie will assist with questions in needed.

E-mail blast –

- E-mails are up to 732
- Laurie & John will work on wording. Laurie to create prompt cards – Still in process
- Laurie will add the following to the schedule: Post to newspaper & speaking engagements – this will serve as a prompt

Website –

- Youth page being worked on

Facebook –

- Laurie provided information in regards to Facebook advertising to see if it is applicable. More discussed needed at next meeting

New Business –

Next Meeting: Tuesday May 26, 2015 11:00 Town Hall

Meeting adjourned – 12:15pm - Thank you all for a productive meeting!