



PUBLICATIONS COMMITTEE MINUTES January 11, 2017

The meeting of the Publications Committee was called to order at 10:00 a.m. by Chair Greer on Wednesday, January 11, 2017, in Conference Room B, Building 5, followed by the Pledge of Allegiance.

ROLL CALL

Present: Mrs. M. Greer, Chair
Mr. P. Pratt, Vice Chair
Mrs. M. Dodero
Ms. S. Fekjar
Mrs. L. Perrotti
Ms. P. Snowden (10:02 a.m.)
Mrs. C. Damoci, Ex-Officio

Absent: Mr. B. Scheuermann

Also Present: Mr. R. Ankeny, Executive Director
Ms. K. Roberts, Publications Manager
Mrs. L. Whitlock, Administrative Secretary
Mr. P. Hood GRF Representative, Mutual Five
Mrs. H. Tran, GRF Representative, Mutual Fifteen
One Shareholder/Member

By unanimous consent, Chair Greer declared the reading of the quorum notification be dispensed with.

In accordance with California Civil Code Section 4090, please be advised that a quorum of the GRF Board of Directors is present at today's posted meeting. The business of the Publications Committee will be conducted in accordance with the agenda. As a quorum of the Board is present, this meeting will be conducted as a committee meeting and a Board meeting. The agenda actions of the committee will be limited only to the members of the committee and will only constitute such actions in accordance with stated committee policy and/or provide recommendations to the GRF Board of Directors at its regular Board meeting on the 4th Tuesday of the month. GRF Board members who are not committee members will be allowed to comment when recognized by the Chair and only during the proscribed Foundation member comment period, not to exceed four

minutes, as set forth in Policy 5610, Participation by Foundation Members. The minutes of today's Committee meeting will be presented to the Board for approval following the approval of the committee meeting minutes in February, 2017.

CHAIR'S ANNOUNCEMENTS

Chair Greer welcomed the Publications Committee Members, guests and staff, including GRF President, Carole Damoci; Executive Director, Randy Ankeny; Publications Manager, Kelly Roberts and Administrative Secretary, Laura Whitlock. She also requested that members exhibit an appropriate amount of decorum and to please turn off or silence their cell phone.

APPROVAL OF MINUTES

Chair Greer declared the minutes of the regular meeting of December 14, 2016, approved as presented.

OLD BUSINESS

Constant Contact, Update

The Publications Manager reported the following, as it relates to Constant Contact:

- Eight (8) winners were pulled for the raffle and will continue with the weekly teasers.
- The Abbey and O'malleys matched our five (5) gift cards for \$50; Carl's Jr. matched our five (5) gift cards for \$25; and Dominos gave us 12 gift cards for \$25.
- To date, 140 people signed up and forwarded email to all Mutual Presidents.
- Working on simplifying online sign-up Constant Contact form.

It is the consensus of the Committee that GRF Board Members not be included in the weekly drawings.

Telephone Directory, Update

The Publications Manager reported that the Telephone Directory is scheduled to be delivered at the end of the month and should be in the shreholders' homes by the first of the month of February.

Story Board

The Publications Manager reported that she has assigned project managers to various story boards and will provide an update at the next scheduled meeting. No action taken.

NEW BUSINESS

Column Content

Chair Greer reported that Mr. Les Cohen is in attendance today and has requested permission of the Committee to allow him to write a column again for the LW News on a monthly basis.

After a brief discussion, Mr. Pratt MOTIONED, seconded by Mrs. Perrotti and unanimously carried by Committee members present –

TO grant Mr. Les Cohen's request and allow him to work with our Publications Manager and write again for our LW News on a monthly basis.

POLICIES

Chair Greer reported that she will be working with the Policy Rewrite Sub-Committee in developing a formal policy for Constant Contact and will present it at the next scheduled meeting.

STAFF REPORTS

Publications Manager

The Publications Manager reviewed the variance budget report and provided updates to the Committee throughout the meeting.

Executive Director

The Executive Director provided updates and reports throughout the meeting.

SHAREHOLDER / MEMBER COMMENTS

No shareholders made comments on various topics.

COMMITTEE MEMBERS COMMENTS

Five Committee members spoke on the proceedings of the Committee meeting.

ADJOURNMENT

Chair Greer adjourned the meeting at 10:51 a.m.


Mary Ruth Greer, Chairperson
PUBLICATIONS COMMITTEE

law 01.13.17

**RECAP OF MOTIONS AND ACTIONS TAKEN AT THE
PUBLICATIONS COMMITTEE MEETING**

MOTIONS

- By unanimous consent, Chair Greer declared the reading of the quorum notification be dispensed with.
- Chair Greer declared the minutes of the regular meeting of December 14, 2016, approved as presented.
- **TO** grant Mr. Les Cohen's request and allow him to work with our Publications Manager and write again for our LW News on a monthly basis.

ACTIONS

- It is the consensus of the Committee that GRF Board Members not be included in the weekly drawings.
- Chair Greer adjourned the meeting at 10:51 a.m.