



COMMUNICATIONS/IT COMMITTEE

SUMMARY REPORT

February 11, 2021

1:00 p.m.

Action/Request	Person Resp.	Cmte. Referral	FC	BOD	Comments
<p>1. STAFF REPORTS: Publications Schedule Update Following a discussion, the Committee moved to cancel publication of the 2021 Spotlight, because there will be no Amphitheater season to publicize in 2021. The motion passed unanimously. Following a brief discussion, the Committee moved to publish a column in LW Weekly by noted LA Times writer Steve Lopez who is seeking input from LW residents on retirement.</p>	Managing Editor, Executive Director				
<p>2. UNFINISHED BUSINESS: Tecnavia The IT Supervisor reviewed a proposed interface between Tecnavia's LW Weekly online edition and the LWSB.com website, among other considerations. The Committee concurred to further discuss this topic at the next scheduled Committee meeting.</p>	IT Supervisor				
<p>3. UNFINISHED BUSINESS: CH 4 Dais Survey The IT Supervisor reviewed the results of a survey on upgrading audio/visual equipment for the dais in Clubhouse Four, based on the survey input provided by</p>	IT Supervisor, Executive Director				

COMMUNICATIONS/IT COMMITTEE

<p>GRF Board members and Recording Secretaries. Following a discussion, the Committee concurred to further discuss this topic at the next scheduled Committee meeting.</p>					
<p>4. UNFINISHED BUSINESS: Community Guide Covers The Committee reviewed revised covers for the 2021 Community Guide and Telephone Directory. A majority of the Committee opted for the golf course cover (option #5) with a complementary color palette for page tabs and margins. The Committee concurred to review the final cover at the next scheduled Committee meeting.</p>	<p>Managing Editor, Recording Secretary</p>				
<p>5. NEW BUSINESS: Annual report The Executive Director stated that the 2021 Annual report will be printed in May and have a binding.</p>	<p>Executive Director, Managing Editor</p>				
<p>6. NEW BUSINESS: Community Guide (map) Following a discussion, the Committee moved to accept the Community Guide option #2 (yellow roads), with the following revisions: identify major LW landmarks, change the map's orientation and make the main gate icon larger. The committee concurred to review the revised map at the next scheduled Committee meeting.</p>	<p>Managing Editor, Recording Secretary</p>				
<p>7. NEW BUSINESS: Community SMS Text Alerts Following a discussion, the IT Supervisor stated that he will set up a system to</p>	<p>IT Supervisor</p>				

COMMUNICATIONS/IT COMMITTEE

<p>provide emergency texts in LW (at no cost). The Committee concurred to discuss whether to implement the texting system in LW at next scheduled Committee meeting.</p>					
<p style="text-align: center;">FUTURE AGENDA ITEMS:</p> <p>The Committee moved/concurred to include:</p> <ul style="list-style-type: none"> a. Tecnavia Update b. Clubhouse 4 Dais Survey. Update c. Community Guide Cover. Update d. Community Guide Map. Update e. SMS Text Alerts. Update 					<p>Recording Secretary</p>