



Palomar Mountain Planning Organization  
Communications Sub Committee

**Minutes of the PMPO Communications Sub Committee Meeting – 6/26/09**

Attendees: Mike Pique (visitor), Susan Humason (visitor) and Mike Chesney  
Absent: Bonnie Phelps, Terri Bailey, Robert O'Neill (Bob),

The third PMPO Communications Sub Committee meeting was conducted via Conference Call on 6/26, from 9am until 9:40am.

We did not have a quorum of members, but conducted some good conversations surrounding the communication tools currently used by the PMPO.

No vote was taken on the 5/29/09 minutes. Vote will be taken at the next meeting  
No vote was taken on the 6/12/09 minutes. Vote will be taken at the next meeting

**Review of Open Discussion Items**

In anticipation of agenda item #8 for the PMPO special meeting to be held 6/27/09, an open discussion was held, with regard to the PMPO website.

Mike reported out that he had a conversation with Jim Hamerly, who is currently the webmaster for the PMPO website. Jim was open to any PMPO recommendations with regard to keeping the site current, relevant and updated in a timely manner.

Susan suggested the PMPO should own the domain name and content of any site it makes available to the community. All agreed.

Mike P offered to research 5 available domain names and will provide them to the group at the Communication Sub Committee's next meeting.

Mike C offered to speak with a website developer to discuss the ins and outs of the proposed new PMPO website, in particular, issues such as:

- Software
- Site updates
- Costs
- Performance
- Hosting (godaddy.com, aplus.net)
- Emailing and spamming

The following ideas and suggestions for content of the new PMPO website were put forth:

- Mission statement
- Board members contact list, photos and biographies
- Minutes of previous meetings
- Bylaws and Articles
- Events Calendar
- Details of current Sub Committees
- Email: support@domain-name.com
- PMPO history
- An online form that allows community members to sign up to receive PMPO communications

It was agreed by all that the website should be fast loading with minimal graphics to support dial-up users.



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A further conversation ensued, with regard to the PMPO owning and utilizing its own community member contact list. It was noted that all electronic PMPO communications are currently routed through Bonnie Phelps' Mountain News. It was also noted that Bruce Graves is the only person who has a copy of the community newsletter mailing list.

Mike P agreed to get a back-up copy of the newsletter mailing list from Bruce Graves.

Everyone agreed, the PMPO needs to create, own and manage its own email contact list, to be used for PMPO communications. The following suggestions were offered as ways to begin that list:

- Sign up sheet at the special meeting
- A specific email blast through Bonnie Phelps' Mountain News
- A sign up page online at the PMPO website

### Action Items Follow-up

Due to the fact that Mike C was the only Communications Sub committee member present at the meeting, no follow-up on other members action items, was possible.

### Next Steps/Action Items

1. Discuss Web Site usage and Ownership (Group)
2. Develop a streamlined process and format for Advertisement content (Terri & Susan)
3. Draft a process to manage submitting Items to the Agenda and managing Agenda Items from the floor during meetings
4. Draft a process to address concerns that are brought to Board Members by the Public and a method to escalate them
5. Mike P offered to research 5 available domain names and will provide them to the group at the Communication Sub Committee's next meeting.
6. Mike C offered to speak with a website developer to discuss the ins and outs of the proposed new PMPO website
7. Mike P agreed to get a back-up copy of the newsletter mailing list from Bruce Graves

### Agenda for Next Meeting

- Review Open Items from Last Meeting (Mike)
- Follow-up in Web Site
- Assign Owners to Next Steps