



**Supervisor's Office**  
Gloria M. Palmblad

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**Communications Committee Meeting Minutes**  
**Ela Town Hall – Upper Level Conference Room**  
**Tuesday, April 23, 2019**

**1. Call to Order**

Meeting was called to order at 11:20 am by Supervisor Palmblad.

**2. Roll Call**

Present were Supervisor Palmblad, Manager Stefaniuk, Director Fackler, Director Dillon, Assistant Director Dalbec, Assistants Mendocha, Kuesis, and Case.

**3. Old Business**

**A. New Residents – Update on Mailing**

A mailing list from the County has not been provided since last fall. At this point, we all agreed to hold off on mailing Residents Guides to new residents until updated ones have been reprinted.

**B. Caption Contest –**

Results from last contest: 4 captions totaling 11 likes with one caption acquiring 3 likes  
Winner was contacted and requested to stop at Town Hall to pick up donated \$25 Scoreboard gift card. Committee was asked to be on the lookout for perfect photo to be used for next contest.

**C. Township Tuesday – April 9 & 23 – Youth Department (highlighted Shooting Stars & Nicole Gebhardt)**

May 14 & 28 – Ela 55+ - Director Dillon was requested to submit content one week prior to post date and will highlight long distance trips (14<sup>th</sup>) and Assistant Director Dalbec (28<sup>th</sup>).

**D. Next E Blast – May 6, 2019**

Committee was asked to submit content by April 30<sup>th</sup>.

**E. Newsletter**

Assistant Case has been diligently working to create the next Spring-Summer newsletter. The first draft was handed out to the committee for review and revisions.

**4. New Business**

**A. Residents Guide**

Changes are to be submitted to Assistant Case as soon as possible. The guide will be printed once a new Highway Commissioner is appointed.

**B. Retirement party for Bill**

We discussed dates and food so as not to duplicate plans already made by the highway department.

**5. Schedule Next Meeting**

Next meeting will take place after the COW meeting on Tuesday, May 28<sup>th</sup>.

**6. Adjournment**

Meeting adjourned at 12:30pm

Respectfully submitted: *Supervisor Palmblad, Chair*