



**Gloria M. Palmblad**  
**Supervisor**

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**COMMUNICATIONS COMMITTEE MEETING**  
**TUESDAY, MARCH 27, 2018**

The meeting was called to order by Supervisor Palmblad at 10:10 am.

**ROLL CALL:** Manager Stefaniuk, Assessor Barrington, Senior Director Dillion, Communications Coordinator Sykora, Jim Dalbec, and Intern Vauk.

**OLD BUSINESS:**

- New Resident welcome letter review

The letter is very close in being finalized. Assessor Barrington's office created a list of 38 new residents that moved to Ela Township during the months of January and February. Resident guides will be mailed to them the first week of April.

- Linked in profile for township - This item has been tabled

Spring Newsletter – Is at the post office and will be reaching resident's mailboxes sometime this week

**NEW BUSINESS:**

- April E-Blast submissions

Requests to be included in the next blast should be submitted to Heidi upon her return on April 2<sup>nd</sup>

- Facebook (Townships Tuesdays post ideas, caption contest)

Discussed the idea of doing another caption contest using Tilly's photo. Ideas about securing an award was also talked about. It was suggested Board members secure/purchase a gift card from a local vendor. Their business would be mentioned during the contest advertising their donation or board member's name if purchased.

- Webpage updates – discussed creating a “New Resident” landing page to help guide our new neighbors to the correct information.

- Upcoming photo ops – reach out to Communications Coordinator Sykora with any photo ops coming up.

**NEXT MEETING:**

Next meeting is scheduled for Tuesday, April 24<sup>th</sup> at 9 am, upstairs Conference Room

Meeting adjourned at 10:45 am.

Respectfully submitted: *Supervisor Palmblad, Chair*