

Minutes Dec. 5, 2022 CTAC meeting

Attendees: Tony Lucchesi, Vallarie Clegg, Dennis Rice, Patricia Whittle, Pat King, Ken Wright, Monica Munoz, Crystal Trujillo and myself, Lane Joel

1. Approved last meeting Minutes **Motion made by Pat King and 2nd by Vallarie Clegg to accept the minutes from Nov. 21st. - passed**
2. Liaison Report **No Liaison Report.**
3. Update on Life In Solera magazine and meeting with Courtney Taylor. **Staff had meeting with Courtney and addressed our concerns. It was decided that all article submissions should go thru Crystal rather than direct to "Life In Solera" magazine. Thus, Crystal can decide full page, ¼ page, ½ page, etc. Then forward to Courtney. Crystal will eblast this info to clubs and groups.**
4. Article for the Life In Solera magazine. **Dennis will "polish up" the suggested article and submit it to Crystal for the magazine.**
5. Update on Bright Sign installation quote from One Work Place **Small discussion on whether to piece it together or assign one contractor. We all agreed one contractor is the best, so we are waiting revised quote from One Work Place.**
6. Update and training of Constant Contact, both email and text messaging. **Dennis Rice met with Crystal for training which occurred. The last e-blast on Friday Dec. 2nd was send via Constant Contact. We are hoping to have the emergency text portion in place early next year.**
7. Update on the progress of Technology Person. **No official word from Keystone HR on the technology person, however, our new technology person may or may not be official by our first meeting in the new year, nonetheless, he will still be asked to join our next CTAC meeting in January 2023.**

8. Get the word out to members and renters about sign up for the new e-blast/text system...ideas, etc. Ken Wright will create a QR code for the Solera website. You will just take your mobile phone and scan the QR code from your computer screen and it will pop up a window to fill out to enroll in the new e-blast/text system. Once completed and submitted it will be forwarded to management. Hopefully a hard copy could be copied made and put around the clubhouse so others that do not use the Solera website regularly can sign up while visiting the clubhouse or mail room. In addition. Monica will put reminders and links in her weekly eblast. This will enable us to get the approval to emergency text members.
9. Waiting on HOA development site until Technology person is hired. Home work is to start coming up with ideas for the new Solera website. This topic will be address at the next CTAC meeting.
10. Spectrum antivirus software No further action will be taken. By the time we act, Dec 6th cut off will be long past.
11. Suggestion Box. Dennis Rice will implement a suggestion box on the CTAC website which is discussed in the next issue of Life in Solera CTAC article. We are hoping members will have some good suggestions. This is a 3 month trial to see if it makes sense to continue or just drop the suggestion box.

Lane

Temporary CTAC Chair