

Governors Village Communication Committee

First Quarter 2018 Meeting Minutes

January 15, 2018 -6:00 - 7:30 PM

Members present: Terry Landers, Jeff SooHoo, Susie Moffat, Ted Smith. Kalyan Ghosh
Meeting called to order by Terry Landers at 6:00 pm

Old Business

1. Committee Reports

1.1. Website (governorsvillage.org) – Susie

Discussed possible overlap with Towne Properties websites. Towne Properties (management company formerly known as Talis) has its own company website (townepropertiesraleigh.com) and also maintains a website for Governors Village (www.governorsvillagepoa.com) where residents can view some documents, login and make payments, etc. The communication committee will continue to maintain the governorsvillage.org website as it has previously.

Jeff volunteered to help maintain the communication website. Jeff and Susie will get together for WordPress training so he can begin this month.

1.2. Welcome Program (governorsvillage.org/about/welcome/) – Terry

Terry is working with the management company to ensure continuity and accurate move-in reporting as Talis transitions homeowner data to Towne Properties.

2017 Year End Welcome Program Update:

Ambassadors (visit and distribute welcome packet to new neighbors):

Village: Ellen Miller
Park: Mary Anne Hutton
Forest: Ted Smith
Lake: <OPEN>
Townes: Valerie Meicher

In the fourth quarter of 2017, our community had 10 properties change ownership:

- 2 in the Village
- 4 in the Park
- 1 in the Forest
- 0 in the Lake
- 3 in the Townes

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Cumulatively during 2017, our community had 50 properties change ownership:

- 14 in the Village
- 9 in the Park
- 3 in the Forest
- 3 in the Lake
- 21 in the Townes

Welcome Packet currently contains 3 items:

- Governors Village Welcome Letter
- Summary Rules & Regulations
- ARB Request Form

1.3. Photography and event coverage – Ted

Ted captured highlights of the Santa Claus/firetruck visit to the neighborhood.

1.4. POA Board Liaison – Kalyan

2018 Board has not met yet due to scheduling conflicts among members. First meeting of year is set for February. Officers will be elected at the first meeting and committee liaison assignments will be made.

2. Action Items/Updates

2.1. Welcome Package vis-a vis Towne Properties.

Committee suggests notices should be included in every official US mail communication from the management company to remind homeowners to keep their email addresses current with Towne Properties (www.governorsvillagepoa.com).

2.2. Welcome Package contents

We no longer distribute materials developed by the management company, due to concerns of not having up-to-date or consistent materials. Towne Properties must insure that all new homeowners receive critical management information via the US mail.

2.3. Follow up about reaching out to Townes of Governors Village Homeowners/Residents

Susie will contact Peter Destaebler, Townes of Governors Village Board President, with offer to publish Townes news on website.

2.4. Governors Village Neighborhood Grounds Communication

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Would be helpful if committees make a couple of reports per year (when plans for projects are identified and when work is being done/completed) to share with community.

New Business

3.

3.1. Open Discussion - thoughts, ideas, etc.

Consider designating *owner* of each of our documents. ARB Procedures need updating.

3.2. Timely responses from our community

Next meeting: April 16, 2018