

HOLIDAY PARK PARK & RECREATION DISTRICT
COMMUNICATIONS COMMITTEE MEETING
APRIL 22, 2024

Called to Order by Trustee Rick Haggard at 10:00 a.m.

Committee Members Present: Rick Haggard, Nancy Seelow

Consultants Present: Kim Jacobs, Sandy Hopkins, Kim Branch

1. Streaming Meetings discussed
 - Talking too close to microphone, sound distorted
 - Remote attendance, sound not working with VDO Ninja – will be using MS Teams

2. Equipment Instructions discussed
 - Need new power cable for web camera
 - Kim received instruction on Big Fish equipment and use of joystick

3. Website discussed
 - Kim J. has access now

4. Written Procedures discussed
 - Document retention discussed
 - Kim J. has the procedure to install Team Viewer

5. Survey discussed
 - Setting up text message alerts, Nancy will add information to the newsletter
 - Several people asked for help setting up the text alerts and Facebook page, Kim J., Sandy and Kim B. will contact those that asked for help and assist