



IRONBRIDGE PROPERTY OWNER'S ASSOCIATION
ENGAGEMENT AND COMMUNICATIONS COMMITTEE
MEETING MINUTE NOTES

When: Tuesday, January 2, 2024, at 5:00 pm

Where: The Kitchen

Call to Order: at 5:05

Those present: Rhonda S., Alice A., Zac A., Danielle H., Stascha K., Ellen K., and Barbara N.

Old/Unfinished Business:

- Welcome Basket: No new resident received. Rhonda got list from Jodi of some moving in but no contacts. Will continue to go over this with Barbara and Danielle. Can get contact information from Key Stone as needed. Will go over this list to try and figure out who has moved in only recently or going to move in soon in the new area that are building. This is the gap on figuring out who to get a Welcome tote to. New resident reached out to give golf ball sleeve in Welcome Tote.
- Newsletter: Discussed this past month's edition plus any ideas for February. Agreed we all like the layout better with Lynne's section at the end since it is longer, but we all love it and decided to keep as is. To add Jamie D. and Zac A. section on where they are playing their music. Maybe put something in about Valentine's Day. Need New Member for the Design Review Board and to put this in again. Rules and Reg for Barbara N discussed and New Neighbor! Maybe history of Rose Ranch sometime? Ellen has local business. We also should talk about Transfer Fee. Everyone to have their information for their section to Roz by the 24th of the month prior.
- Website: Discussed any issues or changes to be made. Checked on Garfield County link. Made sure Welcome Letter and Packet updated for the new year. Looked at mobile views and fixed issues. If anyone ever sees a page that is not right or incorrect information, just reach out to communications@ironbridgepoa.com.
- Social Events: Stascha and Rhonda met with Club/Serena for the 26th "Meet and Greet". With our small budget (\$200.00) we will have light appetizers passed (Club is giving to us at their cost). The event will

be from 5:00 to 7:00. Rhonda has name tags and raffle tickets. Kaelin's are donating a Helmet (need to get this before they leave) as our BIG Raffle items. Club will be donating a Gift Certificate too (\$100 - maybe 2 / \$50). Will need to get these prior to event. Danielle and Rhonda to make desserts. Made a Flyer for Ironbridge "Meet and Greet" to put in POA Newsletter and Club is also putting it in theirs, put at mailbox and will send again a week prior to event.

- List of Businesses: All members to keep up with any neighborhood local businesses they can think of and send to Ellen to keep up with an accurate list.
- New Residents List for 2023: Stay organized for Welcome Baskets and Who to Feature in the Newsletter - Making sure the Club is getting new resident information also. New contact person is Brian at the club. Reach out to Jodi T. again if she knows anyone moving in.

New Business:

- All Committee Members to think of our neighborhood local businesses and send to Ellen to keep up with active list and those who we have featured.

Action Items:

- Bring Name Tags and Raffle Tickets
- Make desserts for "Meet and Greet"

Flyers for:

- "Meet and Greet" for January 26th

Adjourned at 6:20