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| **Oak Creek Club Homeowners Association****Communications Committee Agenda****Wednesday October 11, 2023, @ 6:30 PM****Conference Call (Zoom)** |
| **Topic:** **Establish Committee Positions****Recap Task for 2023****Establish a plan for open items** | **Attendees:** Eric Winfield; Annette Joynes, Jason Edwards, Martine Payton, and Afiya Watkins**Facilitators:** TBD**Notetaker: Secretary.****Timekeeper: TBD** |
| **Meeting objectives:**The committee should establish committee positions, discuss committee accomplishments, and establish a plan to complete all open items. |
| **To prepare for this meeting, please:*** Review the committee charter. Review planning session task. Brainstorm ways to complete the open task.
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| **Schedule** [60 minutes] |
| **Time** | **Minutes** | **Activity** |
| 6:30 PM | 1 | **Welcome**  |
| 6:31 PM | 30 | **New Business:*** **Discuss and Vote on Committee Positions**
* **Discuss 2023 Committee accomplishments.**
* **Discuss and prioritize open committee items.**
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| 7:01 PM | 25 | **Resident Forum** |
| 7:26 PM | 4 | **Adjournment**  |
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