

## **Volunteer Recruitment & Retention ad hoc Committee (Digital) Meeting Minutes**

Thursday, April 6, 2023, at the ECIA Community Center and via Zoom

Call to Order: 9:30am

**Attendance:** Amelia Adair, Kathy Ritschel, Sue Garfitt, Sue Daniel, Taylor Ward, Shelia Sullivan, Sheila Doran-Benyon, Jim Brown, Patricia Bellart-Brown, Judy Owen, Darrell Owen.

**Approval of Agenda:** March Meeting minutes and Board Liaison report were added, agenda was then approved.

**Approval of March Meeting Minutes:** approved as drafted.

**HOAMCO staff:** Jessica Neal

**Board Liaison Report:** Amelia Adair

- The Annual Meeting will be held in person at the Senior Center and via Zoom on Monday, May 1 at 5:30 PM. All Members are welcome to attend.
- There are three (3) upcoming Board vacancies with one candidate applicant. The Board will hold interviews in May, following the Annual Meeting. Once the Board has selected the new Directors, they will hold an Organizational Meeting and reassign officers.

**Communications Director:** Jessica Neal

- Scope of Work: Liaison between residents and ECIA.
- Handles all print communications, Facebook page and website.
- Assists in the development of events.
- Interfaces with the designated point of contact for each committee.

**New resident welcome team:** Judy Owen, Jim Brown, Pat Bellart-Brown, Sue Daniel, Sandy Preston, Darrell Owen, Sheila Doran-Benyon.

- Welcoming new residents in 3 phases: Welcome Packet, Face to Face encounter, Integration during community events.
- Please see attached PPT for more details.

**Coordination and Publicity for ECIA events:** Erika Valentine, Sue Garfitt, Taylor Ward, Sheila Sullivan, Sue Daniel.

- Earth and Sky Fest, April 22, 10am to 2pm at the Community Center. All residents are welcome to attend and learn more about the Eldorado Community Improvement Association and volunteer organizations in our community.

- Groundbreaking ceremony for the new waterwise pollinator garden, amenity tours, live music and Fusion tacos for purchase.
- Development of Event checklist to be used for each event. Will provide historical details including attendance, budget, vendors, etc.

**Sustainability Guidelines for ECIA Events:** Sue Daniel, Sheila Sullivan, Sue Garfitt, Erika Valentine.

- Fusion Tacos has been asked to provide photos of the sustainable packaging that will be used to serve tacos.
- 285 Recycles will demonstrate a backyard straw-bale vermicomposting system.

**Committee Comments:** Amelia indicated that the budget and meeting norms discussions will be deferred until the next meeting.

**Public comments:**

**Next meeting:** April 26<sup>th</sup>, at 9:30 AM in Community Center Living Room