

Skinner West

LSC Communications Committee Meeting

ALL ARE WELCOME TO ATTEND

Tuesday, January 8, 2013, 6:30 PM

Skinner West 3rd Floor Library

OR (605) 475-6700, Access Code 692-6164

(Call will be dropped after 10 minutes of inactivity)

Send comments or ideas to skinnerwest@gmail.com

AGENDA

1. Review and approve December minutes
2. Review committee priorities
 - a. Weekly e-newsletters
 - b. Email database
 - c. Website Updates – overview of new additions, open items, web needs
 - d. Social Media –Facebook and Linked In
 - e. Room parent program – program updates and websites
 - f. Front Office/ Phone Communications
 - g. Volunteer Program – parent’s guide & websites
 - h. Lobby Signage for daily events
 - i. Suggestion Box
 - j. Annual Survey
3. Open forum for new ideas
4. Adjourn