

Communication Committee (2003-04?)

Allison Mello, Kim Skipworth, Melissa Moss, Shelia Wethington, Michelle Janow-

	Date	Activity	Responsible Party (Person who sees work gets done)_____
	February 1,2004	Set up an email contact list & send to everyone on the team to use to communicate upcoming events	Melissa Moss
	March 1, 2004	Create listserv & message board using Caveland website (check on the possibility of getting this set up)	Paula & Pam - Caveland
	March 1,2004	Each member of the group finds & sends web resources to contact	Kim Skipworth & Allison Mello Melissa?
	April 1, 2004	Have information compiled & send to web contact person	Kim Skipworth & Allison Mello
	May 1, 2004 - started & continues on-going	Web contact person contact Caveland webmaster to get directory information to webmaster	Melissa Moss
r	Every F Troop Meeting that is after our meetings	Provide AT meeting notes or presentation of activities, etc.	Karen Clark responsible for minutes Pam or volunteer from group
	February 1,2004	All members of the team email everyone on team of future PD' s	All
!	August 23	Get out the word about Linda Burkhart	All persons. Caveland, email to DoSE

Leslie