

COMMITTEE REPORT – Date: Oct 2022

Committee Name: Communications

Chair: George Cox

Committee Members:

Annon Morrow

Barbara Graham

John Guthrie

===== Report =====

- There was a question as to which website is the official repository for HOA documents required by Florida statutes - Avellinolsles.com or Cambridge's Appfolio. The Board determined it was Avellinolsles.com. Ann Morrow did a great job reviewing the website for compliance. I've included her findings. Some of the items have been requested by the committee for update, and some may have been updated, but I am including all her findings.
- We will post information as received. However, it is incumbent on the responsible persons/Committee Chairs to submit information to us. Website submissions should be sent to AvellinoWebsite@gmail.com. Please do not use an individual's email address. That way, should committee members change, we can simply change the Avellino Isles email forwarding address to the new person.
- Below are Ann's findings.

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June 28, 2022

To: Communications Committee

From: Ann Morrow

At yesterday's Board of Directors meeting it was made clear that the Avellino Isles web site is the web site that must conform to FL law and be the sole source for community records and information. To that end I have scoured the web site and most of the documents we have in the Library and below is a list of updates/ changes needed. Some are easy, some need to come from Cambridge and all future documents need to be dated!

1. Board Certification: only Ann/Barbara, Linda and Rein have provided certificates for us to post. All members of the board must have these and we need to post them.
2. Board and Management Contact: This needs to be updated with current (new) members and their contacts and the new Helen needs to be added.



3. Board Minutes: the minutes from April 2022 and May 2022 are not yet posted.
4. Financial: Treasurers reports, There are zero (0) documents for 2022 and no 2022 Budget was ever posted.
5. Forms: the following need to have Helen's contact removed and updated, ARC form, Auto Debit Form, Parking Form.
6. Gate Access form is from 2018 and needs to be updated.
7. Mold information: this is dated 4/8/13 and needs to be reviewed for current information and updated.
8. Notice: Cambridge information: We have two separate documents one with seasonal hours and one with summer. Suggest combining the information into one form with updated contact information.
9. Paint information: This is useless and confusing - suggest we delete it.
10. Information for new residents needs to be updated with current information. There is no Welcome letter.

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Respectfully Submitted,

George Cox

