



## RANCHO MURIETA COMMUNITY SERVICES DISTRICT

15160 Jackson Road, Rancho Murieta, CA 95683

Office - 916-354-3700 Fax – 916-354-2082

### COMMUNICATION & TECHNOLOGY COMMITTEE

*(Directors Linda Butler and Stephen Booth)*

Regular Meeting

December 7, 2023 at 8:30 a.m.

All persons present at District meetings will place their cellular devices in silent and/or vibrate mode (no ringing of any kind). During meetings, these devices will be used only for emergency purposes and, if used, the party called/calling will exit the meeting room for conversation. Other electronic and internet enabled devices are to be used in the “silent” mode. Under no circumstances will recording devices or problems associated with them be permitted to interrupt or delay District meetings.

#### AGENDA

1. **Call to Order**
2. ***Discussion Item* Update on Website and Social Media**
3. ***Discussion Item* Consider Draft Communication Strategy**
4. ***Discussion Item* Proposed List of Communication Topics**
5. ***Discussion Item* Improve Communication Vehicles**
  - a. **Direct**
    - a. **Email**
    - b. **Text**
  - b. **Indirect**
    - a. **Pipeline**
    - b. **Website**
    - c. **Facebook Page**
6. ***Discussion Item* Improve Communication Tracking**
  - a. **Follow Up on Questions at Board Meetings**
  - b. **Correspondence**

## **7. Comments from the Public**

*If you wish to speak during Comments from the Public or would like to comment regarding an item appearing on the meeting agenda, please complete a public comment card and submit to the Board Secretary prior to Public Comments. We will hold all comments until the Public Comment section.*

## **8. Directors & Staff Comments/Suggestions**

## **9. Adjournment**

"In accordance with California Government Code Section 54957.5, any writing or document that is a public record, relates to an open session agenda item and is distributed less than 24 hours prior to a special meeting, will be made available for public inspection in the District offices during normal business hours. If, however, the document is not distributed until the regular meeting to which it relates, then the document or writing will be made available to the public at the location of the meeting."

In compliance with the Americans with Disabilities Act if you are an individual with a disability and you need a disability-related modification or accommodation to participate in this meeting or need assistance to participate in this teleconference meeting, please contact the District Office at 916-354-3700 or [awilder@rmcsd.com](mailto:awilder@rmcsd.com). Requests must be made as soon as possible.

Note: This agenda is posted pursuant to the provisions of the Government Code commencing at Section 54950. The date of this posting is December 1, 2023. Posting locations are: 1) District Office; 2) Post Office; 3) Rancho Murieta Association; 4) Murieta Village Association.