



BOCA WEST MASTER ASSOCIATION

COMMUNICATION & EDUCATION COMMITTEE MEETING

Wednesday, July 30, 2025 @ 3:30 PM

Minutes

In attendance: Liz Rome, Susan Kantor, David Yarnell, Marjory Widensky, Dona Root, and Gary Nath. Michael Eustace, Executive Director, Alyssa Martinez, Executive Assistant, and Kris Mortenson, Island Graphics, were also in attendance.

Mrs. Rome called the meeting to order at 3:30 P.M. established a quorum. She made a motion to approve the April 30, 2025 minutes. Ms. Widensky seconded the motion, and the motion was unanimously carried.

Committee Chair's Introduction

No business to report.

Website Review

Mrs. Rome commended the committee and Mr. Mortenson for streamlining the content. The committee discussed formatting the landing page and will re-write the responsibilities on the homepage. Mr. Mortenson is putting the finishing touches on the Architectural Control homepage. Mrs. Rome asked the committee to look at other pages to streamline the information. Ms. Kantor requested that the Boca West Master Association web link have more prominence on the Country Club website.

Village Website Portals

Mrs. Rome and Mr. Mortenson are working together to create a package for villages who need assistance with creating a website to be compliant with the Florida Statute by January 1, 2026. Mrs. Martinez will contact the property managers.

Committee Discussion

Planning for Next Season's Education Sessions

Mr. Yarnell reviewed the educational session list for the upcoming season.

Eblasts

Mrs. Rome reported that the Safety & Security Committee is working with the Club to add a golf cart/bike lane. This will be a joint message to the members informing them of the new lane and how to safely share the roads. The committee will create content for a follow-up eblast once the lighting project is complete.

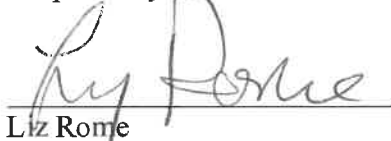
COMMUNICATION & EDUCATION COMMITTEE
WEDNESDAY, July 30, 2025
PAGE 2

Adjournment

With no further business to discuss, the meeting was adjourned at 4:30 P.M.

Next Meeting Date: Wednesday, September 17 @ 3:30 PM.

Respectfully submitted,

A handwritten signature in cursive script, appearing to read "Liz Rome", written over a horizontal line.

Liz Rome
Board of Directors, 2nd Vice-President
Committee Chair

07/30/25
Date