

## **YCSA Communications Committee**

### **YCSA Summer Retreat 2020**

June 29, 2020

In attendance: Janice Soutee, Gwen Payne, Kelsey Rumsey, Tim Diesch.

#### Actions:

Kelsey and Tim were elected co-chairs of the committee.

The following goals were identified for 2020-21:

- Develop a YCSA employee on-boarding brochure (print and digital). Work with HR to get this brochure into the hands of newly hired staff
- New photos for the YCSA web pages
- Explore the viability/desire for an additional avenue of communication to employees

Kelsey will schedule the next committee meeting for September and send an invitation to members.

Following our next meeting, Tim will let Karen Smith know what estimated expenditures the committee will incur for FY21.