

**Communications Committee Meeting**  
Orchard Valley United Church  
February 6, 2017

The **Communications Committee** met on February 6, 2017, at 4:00 pm, at OVUC with Carol Dewar, Theresa Perrin, and Sylvia Jacquard in attendance.

The minutes were agreed by consensus.

**New Business-** Judy Norton is reviewing the **website** and noting items needing changes- too old, not relevant, etc. Sylvia and Carol will take responsibility of keeping the website current on a monthly basis. Posts under the Home tab are to be “uncategorized” and “updated”.

Sylvia will do February, May, June, October, and November

Carol – March, April, September, December

Theresa- July and August

**Mandate-** We revised our mandate.

**Old Business-** Both funeral home sites are now up to date and accurate. Carol brought in information on online donations through Canadahelps.org. This needs to be discussed by council and the finance committee before going any further.

**Church histories-** In further discussion, we feel that only a brief history of each amalgamating church is required. Carol will do St. Andrew’s, Greenwich and New Minas. Sylvia will do St. Paul and St. Stephen’s and Canard.

Next meeting we need to discuss updating the membership roll.

The meeting was adjourned at 5:30 pm.

Next meeting- Monday March 6 at 4 pm, OVUC

Respectfully submitted,  
Carol Dewar,  
Secretary