Resident Communication Standing Committee

Meeting Minutes

Date: Tuesday, August 18, 2026
Time: 12:45–1:45 PM

Present: Doug Dicharry, Deanna Sundstrom, Doug Lary, Ellie Albert, Pam Brown, Pam Birch

1. Means of Communication at Willamette View
   Discussed the survey about how residents get information currently, what information is needed and how they prefer to get it.
   Survey Goals:
   - Start in the second half of September
   - Keep it simple! 4 questions
   - Allow a place for text comments
   - Have a cutoff date
   - Make it easy to return – paper copies can be dropped at reception

   Once we design what we want to say, WVI can be approached for distribution, and it can be owned by the Resident Council. Brooke (WVI) and Ann Glaze (RC secretary) were mentioned as contacts.

   Sample questions:
   Are you informed? How confident are you that you get the information you need about happenings at Willamette View?
   - (1-3? I get all info I need, most that I need but feel I miss some, feel I miss a lot.)

   What is your current best source of information?
   - Print
   - Physical Notice
   - Electronic
   - In Person

   How would you prefer to get your information?
   - Print
   - Physical Notice
   - Electronic
   - In Person

   What kind of information do you need most?
   _____

   Do you have any other comments?
   _____

2. Outing Signups
   It was suggested that signup lists for outings be kept, or posted somewhere as a reminder for people who signed up a long time before the outing, and may have forgotten the date or other information.

Action Steps:

- Ellie will mention this to someone on the Outings committee.

3. Campus Shuttle Service

This is another area where lack of communication has been noted. It is posted on the website under Campus Life, How Do I, Find, Shuttle Bus Schedule. It is also found through Campus Life, Getting Around, Campus Transportation, and that also shows the Homecare transportation schedule.

There is a handout at Manor Reception describing the service.

We also think that after shuttle hours, Security is available for people needing transportation on campus or to the Max station, but there is no mention of that on the website. Colin Reed is the senior person in Security.

Action Steps:

- Ellie will confirm with Security how this works and what the hours are.

4. Posting of Activity Notices

It was confirmed that Activity notices are posted in two places – in the Manor outside the elevators on lower level and in the Terrace outside the White Oak Grill.

5. Posting of Resident Events

Our committee was asked to provide a volunteer to enter events on the WV website for activity groups that don't have a content editor. At this time we don't have a volunteer to do that.

Action Steps:

Pam Brown, our Council liaison, will let Michele know, and said she may be able to help with that herself. (Thank you Pam!)

6. Look for another committee member

Our committee can have a 7th member so we'd like to recruit one more. We will advertise that we need someone to do some computer work such as entering resident activities. More about this next month.

Next Meeting

Date: Tuesday, September 15, 2026
Time: 12:45–1:45 PM
Location: Heron Lounge, Manor 2nd Floor