

Communications and Publications Committee Charter

As proposed at the committee's monthly meeting on 4/1/25

The Communications and Publications Committee (CPC) is responsible for general communications between the SHHA and our residents, as well as for all public-facing materials published by or on behalf of the SHHA.

Responsibilities include:

- Publishing a newsletter a minimum of six (6) times per year.
- Assuring that information on the website remains current.
- Updating and publishing the Annual Residents' Guide and Directory.
- Providing oversight on advertising for all publications.
- Creating and/or assisting with other communications to SHHA residents as may be needed.

The CPC works with our office staff and outside consultants as necessary to fulfill these functions.