

MFEC Communications Committee Meeting Recap
By Conference Call: 1.866.740.1260 #7618727

2 p.m. Begin

Diana, Sue, Ben, Penny, and Jolene

2 – 2:15 New logo and brand discussion

- Revising the logo to include spelling out MFEC
- Template for letterhead with jumpstart
- Template for the newsletter with jumpstart

2:15-2:30 Website discussion: <http://www.ruraldynamics.org/mfec/index.html>

- Need the jumpstart affiliate logo up top – utilize across the bottom as well – can get the logo, etc. from Variny
- Home page – links to articles and events – our ‘bulletin board’
 - Need to get articles and events to Ben, Jolene, and Sue
 - Approval through Jolene and Sue
- Instead of ‘news’ on side bar include events
- About Us
 - Change list to active verbs and change opening sentence
 - Incorporate our vision – our vision is....
 - Founding and who we are – history paragraph brief paragraph on how we came to be
- Board page
 - A lead in sentence/opening statement – citizens of the community volunteering their time and resources to strengthening MT financial knowledge
 - Length of term and how the board is selected?
 - Additional board information
 - Meeting minutes make sure the substantial (post approved minutes), work plan, bylaws, templates,
 - Sample of how to post the meeting:
http://www.housing.mt.gov/Hous_Meetings_Minutes.asp
 - Subcommittees
 - meetings and members
 - chairs post meetings
 - email Ben the information
- Partner Tab - <http://nwmt.org/otherpartners.html>
- Searchable database for programs/providers/communities/services/topic – MT Society of CPA's
- Newsletters
- Get Involved
- Calendar

- Sign Up for E-news (this really could be the same quick on-line form – *a captcha – security feature- phone number if there is trouble*)
- Separate JumpStart Tab – youth initiatives
- Partner photos and MFEC event photos

2:30-2:45 Moving forward: next steps and future meetings

- **Every other Monday at 3:00 p.m.**
- **By Conference Call: 1.866.740.1260 #7618727**
- **July 20, 2009**

3 p.m. End

Some of the tasks:

- **Sue will send brief paragraph on history of coalition and send a few of the minutes from other meetings.**
- **Jolene reviewing copy, building templates minutes, will send out logo and additional branding products.**
- **Ben website changes and such.**