

Oakmont Communications Committee Charter
OVA Board Approved 2017-10-31

The Communications Committee is a standing committee of the Oakmont Village Association Board of Directors. The OVA Board has the ultimate responsibility for all aspects of the Oakmont News and the Oakmont website including the content contained therein, but has formed this committee and delegated to them most functions of the publication and operation of the Oakmont News and the website subject to the various duties and responsibilities listed below.

However, on rare occasions and because of serious pending litigation or other critical problems or threats to the association, the Board of Directors may, on these occasions mandate what is to be included or not included in the content of either the Oakmont News or the Oakmont website.

Communications Committee Duties and Responsibilities.

1. Method of operation—The committee shall consist of at least 5 members who shall be residents of Oakmont and the committee shall meet at least once each month at a time and place to be decided by the committee. It may form sub-committees as desired or needed. As with all standing committees it shall follow Roberts Rules of Order in regard to the conduct of the business of the committee and all OVA policies in regard to standing committee operations.
2. The committee shall receive and review all articles or general news items that are to be included in the Oakmont News and digital media and is ultimately responsible for their content meeting the criteria and principles of the Publication Policy. The editorial team will then forward content to the publisher.
3. The OVA office staff or designated persons therein are responsible for screening of the content of all submissions related to club news and

announcements to make sure they meet the publication criteria as expressed in the Publication Policy. Any questions as to criteria or content shall be referred to the committee for final approval.

4. The committee purview also extends to visual design and content of print and digital media, including marketing and advertising the Oakmont Community to potential Oakmont members in whatever advertising vehicle is appropriate and has been approved by the Board of Directors.