



ENCOURAGE BOARD MEETING ATTENDANCE

Everyone in the community generally wants to be kept up on what's going on. An HOA Board should always send out meeting reminders, financial summaries, budget reports, rules updates, fine schedules and other pertinent information. It is best to provide a cover page with an overall view of what's in each document. Members are probably not going to go through pages and pages of a document. Give them a concise view of what is in a report and the community member can decide how closely they want to inspect it.



ENSURE COMMUNICATIONS ARE RECEIVED

Homeowners should make it a priority to review important information about the community - including any correspondence from the Board or management. Make it easy to do so by finding out the best way to communicate with members in your HOA -- such as electronically, on social media, or by mailing paper packets, letters or a monthly newsletter. Also make sure to keep member's information updated by having them fill out an Annual Notice of Address Form.



PLAN SOCIAL GATHERINGS

Don't just gather Association members for meetings and other business matters. Make getting together fun sometimes. Sponsor tennis and swim meets for all ages, theme parties, barbecues, holiday events and other gatherings that will get the community involved. Ask for members to help out at the events, not just attend. This will help get some interaction between Association members.



SEND OUT A MONTHLY OR QUARTERLY NEWSLETTER

A community newsletter is an excellent way for an HOA Board to communicate with and inform members of important matters. Keep the newsletter short and make sure attention catching articles grace its pages. An e-newsletter may be the way to go because it will save paper costs and so many people prefer receiving things electronically these days. Ask for advice about community matters and make sure members know of important votes or issues coming up. They will feel important and may take more interest in their community.



SERVE ON A COMMITTEE

Homeowners can volunteer to serve on a committee to assist the Board (i.e. a landscape, budget, safety, social or pool committee). You can encourage owners to start a welcome committee for new residents, making all owners and renters feel part of the community from the beginning.

SET UP A SOCIAL MEDIA PAGE

If you have tech savvy members in your Association, the best way to communicate reminders and updates may be by setting up a private social media page for your community. This allows a place for members to communicate with one another as well as about Association-related business. Keep in mind social media can't replace official communications though.

