

PUBLIC RELATIONS

MLPOA Job Description

*BY-LAWS ARTICLE II Sec 2,
ARTICLE V
All Rules & Regulations*

Required to abide and is subject to all Articles of Incorporation, By-laws, Covenants and Rules & Regulations as written for MLPOA. COMMUNICATION IS THE KEY:

The person over Public Relations shall:

- Provide members with Articles of Incorporations, By-laws, Rules and Regulations, Maps and Covenants when requested.
- Notify and welcome all new members with a copy of the current Articles of incorporation, By-laws, R& R and any other important issues.
- Provide upon request a copy of the MLPOA members and lot list.
- Communicate through letters, newsletters, web site/ internet, phone calls as necessary to achieve a good relationship between the association and all members.
- Coordinate time and place of all work parties.
- Help to get the quarterly news letter out by coordinating and getting news articles. Improve upon our communication through road signs and notices to all members on what the rules are within MLPOA.
- Liaison to MLPOA Webmaster.