

**Area 31 Website Committee
Meeting of October 28, 2015**

Attending:

Co-Chair, Sally (chairing in the absence of the Chair)
Webmaster, Bob
Rep from the Step Group, Chris
Rep from the Holyoke Group, Frank
Visitors: Alternate Delegate Mark, incoming Co-Chair Terri

1. Minutes of the September 23rd meeting were reviewed.

2. Reports

A. Co-Chair

- Work on Spanish translations of sections of the website is ongoing.
- Because a new way of accessing email is now available, we do not need the security certificates we have discussed both in this committee and in the Area Committee. Money approved by the Area Committee for those certificates does not need to be spent. Bob will revise the email instructions and has offered to train anyone needing help with access.

B. Webmaster

- The NERASSA website is up, and online registration for NERASSA 2016 is live. Those registering online can pay via PayPal. There are some additional fees for online registration (up to \$4 depending on total price of registration and meals), but those represent PayPal fees.
- The NAATW (National AA Technology Workshop) meeting in St. Louis:
 - There may be products coming that would help us with translation.
 - There may also be ways of making our site mobile friendly that enable the site to work better in its desktop version as well. The move toward responsive web design¹ could help us have a single site that reconfigures itself for best viewing across devices whether desktop or mobile.
 - There are also promising leads on making websites more accessible.

3. Alternate Delegate, Mark

- A. Upcoming events: Mass State Convention and NERASSA
- B. Looking to the Website Committee to keep the Handbook updated once it is approved by the Area.
- C. Issues at the larger level of AA as a whole, including public perceptions of AA and outreach from AA.

4. November meeting. We decided to meet on November 18 instead of November 25, because the 25th is the night before Thanksgiving. The Accessibility Committee made the same decision. Bob will note these on the web calendar.

5. Budget. We reviewed the budget and general expenses for 2015 and developed a proposal for the 2016 budget. Sally will pass this along to Mary for presentation at the November Area Committee meeting.

¹ Responsive web design (RWD) is an approach to web design aimed at crafting sites to provide an optimal viewing and interaction experience—easy reading and navigation with a minimum of resizing, panning, and scrolling—across a wide range of devices (from desktop computer monitors to mobile phones). -*Wikipedia*