12/18/2013 Web-site Committee minutes

Attending were the Webmaster (Bob), Co-chair (Carl), The Step Group (Sarah), The Step Group (Ed), Area Delegate (Brian)

Bob will bring for next month, the basic information that will be needed to begin to develop the web master back-up tutorial. It was brought up to consider an alternate web master. We mentioned that that had been a past consideration that was not approved, but will keep an open mind to the idea. The process of the tutorial may shed more light on the idea.

We continued discussion of two ideas that came up last month, an introduction letter for new representatives (which may contain a scavenger hunt on the site), and a copy of an Area11 website pamphlet to help inform what their site is and does was brought. We will pursue something similar for our area.

We talked of updates to web site such as adding new submission guidelines that were approved at the last area meeting including a link on the home page. Deleting outdated material. Changing the NERAASA notice to reflect the tentative spring date for the next planning meeting.

We decided that the web master reports will move from the web site committee page to the webmaster page on the site.

Bob brought up an idea for more cost effective hot spot access. He will pursue this and report back.

We discussed bringing more awareness to the area fellowship about the site, and getting all area committee members on board with using the standardized e-mail accounts. We felt that the January rotation was a good opportunity re-addresses this. Carl will be providing a hard copy of all area committee e-mail addresses for the next area meeting.

Our next committee meeting will be January 22, 2014 *this is the 4th Wednesday *not the last Wednesday*