

**Area 31 Website Committee  
Meeting of December 2016**

Present:

Chair—Sally  
Co-Chair—Terri  
Webmaster—Bob  
Group representative—none  
Area Rep—Mark, Area Delegate  
Incoming Co-Chair—Steve

- The meeting began with a moment of silence followed by the Serenity Prayer.
- The Committee reviewed minutes from the November meeting and agenda items for tonight's meeting.
- Reports:
  - Group reps: No report
  - Chair and Co-Chair: The Area Committee passed the Website Committee's motion "that the Area Committee set aside \$600 in the 2017 budget to cover the Webmaster's additional services in migrating the Area 31 website from Drupal 7 to Drupal 8, in the spirit of Tradition 7 on self-support, Tradition 8 on employing special workers, and Concept 11 on recompense in reasonable relation to the value of similar services or abilities in the commercial world."
  - Webmaster: Bob reported more from the NAATW workshop. He also explained some issues with Drupal 8, including the calendar module.
  - Area Delegate: Mark discussed AA finances and communication, NERAASA 2017, and ideas for the spring mini-convention.
- Discussion:
  - The Committee discussed a request from the Area Chair to correct an error in the Handbook and send a copy for printing in January. Sally will follow up.
  - The Committee is still interested in separating the Area History from the Handbook, but this will need some more discussion in 2017.
  - The Committee talked generally about what is working well about the web site and what could be improved.
  - The Committee reviewed some 2016 accomplishments:
    - More committees and districts are submitting minutes for posting
    - General awareness of the Area 31 website has increased
    - The Webmaster developed the NERAASA 2016 website
    - The Handbook is on the web
    - The website now posts flyers from invited as well as standing committees
    - We developed several new flyers for the Area Committee
    - We visited a few committees and districts
    - A system is in place for safeguarding and accessing site passwords in case of emergency
    - The Area Committee has approved a project-based payment to the Webmaster
    - A web editor will support the Webmaster in 2017 (position approved in 2014 under the name backup webmaster)
  - The Committee began developing goals for 2017, including Spanish translation of the website and brochure, visiting committees and districts, following up on the Area History, the migration to Drupal 8, and continuing to invite suggestions from all in Area 31 about how the website can serve the Area.

- The meeting ended with the Responsibility Declaration.