WEBSITE SECRETARY'S REPORT

Dianna opened the meeting at noon with We version of the Serenity Prayer

ATTENDANCE FOR January 14, 2023 (16)

OFFICERS: (3)- **D8** Chair- Dianna**.;** Web Servant- Maggi.**;** alt Delegate**-**Lisa D.

DISTRICT WEB CHAIRS: (3) – **D2** Chazz T.**;** **D6** Dan C.**;** **D7** Sabine S.

DISTRICT TECHS: (1) – **D1** David G.

VISITORS: (9) – **D1** John L.**,** Tom C.**,** Evan S.**,** John D.**; D2** Matt C.**; D7** Nancy H.**; D8** Ryan F.**; D10** Brad R., John P.

Chair Report:

- Area web host ceased email forwarding support
- Area discussed and decided to use Google Workspace for non-profit
  - Challenges in transition
  - Support ongoing
  - Other features in addition to email functionality
- Website Maintenance
  - Need for standard process
  - Google Form created to enable requests
  - Working with Area team to ensure service during transition of panel

Co Chair Report

Webservant Report (Maggie)

- First Web Committee chair – responsible for initiating Area website
- Happy to put her experience and skills to work for the Area

District Reports

1. D1 - David taking over as web chair working with outgoing chair, John. Transition going well, user friendly functionality, limited expertise needed. From MS world so addressing issues such as centralization, non-workspace gmail accounts, etc. Using non-profit licensing and saved $700 on zoom accounts, more on new domain. Vision is to provide a central platform for   sharing, meeting, storing no matter what the client platform is. Step 1 is to standardize email accounts so that future transitions are easier, better documented. Goal is to accomplish by end of February. Committee has good support.
2. D2 - Chas – first business meeting last week. Chas is a committee member. Old theme and antiquated theme. Revamp is planned and volunteers being recruited. Requirements gathering is a challenge but Chas is a product owner and has experience writing requirements
3. D7 – Sabine – District uses HostGator for email. Working with district servants to set up forwarding. District calendar creation.
4. D8 – Ryan is a GSR and is a website committee member. Does website design / development for business and is developing recommendations to make accessibility easier. Getting requirements on ad-hoc basis. Looking forward to learning, sharing more
5. D10 – John P GSR: no report to give. Meeting with Anna today.

New Business

- Is there interest in meeting between Quarterlies?

- o Dan: how often? I think districts are all doing different things. It would be interesting to share activities and identify similarities. Maybe come up with a set of standards?
  - o Dianna: yes, make it informal
  - o Jeannie: start with 1 meeting halfway thru the quarter – 1ˢᵗ week of March?
  - o Vote: Any Opposed? No.
  - o Lisa: weeknight or weekend?
  - o Committee will communicate potential dates/times
- Are there any ideas re how Committee can serve the Districts?
  - o Sabine: **Service Continuity**: Learning / Training / Transition – what if something happens to the current chair? Service Continuity
  - o Maggie: Webservant vs Web Chair: **Service Strategy v Service Delivery**
  - o Dianna: Here are some suggestions
    - **Technology in AA Online Community** (tiaa-forum.org)
    - Have you looked at the Area 15 website and is it useful to all visitors, not just Area officers, District officers? Can you identify improvements that should be made?
      - Maggie: Group data especially group numbers is resource extensively used
      - Lisa: Online contributions functionality and new PO Box for Treasurer
  - Area Calendar
    - o Meeting Information
    - o Online Meeting Security (Matt C. - Whackamole)
      - Dianna knows of a presentation on security protocols that was helpful and will share
    - o Event Calendar Pro (Evan S.)
  - Anything else?
    - o Alan T. – We've been talking about new features, we need to talk about what has been done. We need to repeat this to drive traffic to the website. That would be a great service. (Jeannie – Alan is past D4 Chair and did exactly that through frequent blogging).
      - Dianna – great point and I think that is partly my responsibility. Another mechanism is for all of us to share these things.
        - Lisa – the more we do the more we can report. Hopefully lots of announcements
    - o QR Codes for documents
    - o Apps instead of website
      - Convert site to app
      - Create apps
  - How do we reach out to you, Dianna?
    - o Text - Dianna shared her phone number with the attendees
    - o Area emails
      - webchair@area15aa.org
      - altwebchair@area15aa.org
      - webservant@area15aa.org
- Old Business
  - o Committee Secretary / Treasurer position is open
  - o Requirements
    - 2 years sobriety
    - Past/present GSR
    - 1 year of participation in committee
      - Nancy H. from D7 stood for the position
      - Past GSR, DCM, Registrar, Treasurer, Alt Chair, Chair, D7 Website Chair
    - Elected unanimously
- Meeting adjourned at 1:00 pm with Responsibility Statement