

SCRID Board Face-to-Face Meeting  
January 11, 2014  
Website Committee Report  
Submitted by Peggy Huber, Chair

**1. Word Press:**

**a. Content:**

- i. Changed the “News” button to “Board Reports” – to reduce confusion about content contained in these pages
  - ii. Added Photo Gallery page: Historical Documents (original Articles of Incorporation and Misc certificates of appreciation)
  - iii. Membership directory – data is too big to fit on one page. I am consulting with Bob Woods on adjusting the page size to accommodate the data.
  - iv. Requested a change in the banner at the top of the website (now muddy red, carried over from the previous website design) to the beach theme seen now on Wild Apricot. Following up with Bob Woods to ensure completion of this request.
  - v. “News” blogs up-to-date: **as of 1/12/14:**
    1. President
      - a. Reports (6-18-11, then 3-9-13)
      - b. Agenda (none posted)
      - c. Reg V news (3-23-10)
    2. Vice President (4-1-12, then 3-4-13)
    3. Secretary (7-16-2013)
    4. Treasurer
    5. Member-at-Large (6-16-11)
    6. CMP
    7. Lou Fant (10-26-12)
    8. Membership
    9. PDC
    10. Website
    11. Region V News (June 2010)
- b. Events Calendar: PDC

**2. Wild Apricot will be used for all SCRID events and CMP requests**

- a. Experienced a flood of requests for CEUs from lapsed members or non-members at membership rates
- b. Time consuming to remind people to renew
- c. Wild Apricot automatically gives membership rates to anyone who signs into their accounts
- d. All others (lapsed or non-SCRID members) are invited to join in order to receive the member rate
- e. This will encourage new memberships with a minimum of labor and time
- f. We also offer the membership rate to members of sister ACs. We can handle those in a case-by-case manner.

**3. Google voice** – modified greeting to direct people to the membership directory on the website, per request from president.

**4. Requesting protocol for promoting events**

- a. The guidelines below should be included in PPM
- b. Types of promotion:
  - i. Wild Apricot (WA) email to members - Website or Membership Committee, PDC and Board officers (Prez, VP, Sec, MAL)
  - ii. Facebook (FB) – MAL, Prez or Website Committee
  - iii. Twitter (Tw) - Secretary
  - iv. Events calendar (Cal) – PDC, Board officer (Prez, VP, Sec, MAL)
  - v. Front Page (FP) – Website Committee
- c. Levels of promotion:
  - i. SCRID-hosted events, RID events – WA, FB, Tw, Cal, FP
  - ii. SCRID sponsored events, MAL events: WA, FB Tw, Cal
  - iii. SCRID member workshops or presentations: FB, Tw, Cal

- iv. Other requests (Deaf community, interpreted performances, other professional development):  
Cal only

**5. Wild Apricot email services**

- a. I recommend training for the positions listed in 3.b.i above for sending email to the membership via Wild Apricot
- b. Highly effective promotion and information sharing
- c. Set date by email, training to be completed by **April 1, 2014**

**6. New Website Committee Chair**

- a. Current demand on my time requires that we look for a new Website Committee Chair
- b. Sent a call for volunteers for Website committee chair on December 20
- c. Received one immediate response – Ryan Mahler
- d. Ryan is a current member in good standing, is highly motivated and seems to have the technical knowledge to hand website committee duties easily
- e. Gave Ryan a few SCRID sites to look over
- f. We will talk again and arrange possible training this month
- g. Motion to appoint Ryan may be possible at the Feb 2014 board meeting