

Craftsbury Website Committee Report

June 27, 2014

~unapproved~

3-4:30 PM at Craftsbury Town Hall

Members Present: Michelle Warren, Carol Ceraldi, Yvette Brown & June Cook.

Members Absent: Jean Rabe

Approve Minutes:

The website Committee approved Jan. 8, 2014 website minutes.

Discuss Possibly Adding Members:

We discussed asking the Selectboard to add Meghan Brown and Don Houghton to our committee. Michelle will ask Don and Yvette will ask Meghan if they would be willing to accept.

Review Changes Since Last Meeting:

Michelle mentioned some of the tasks that were completed from the January meeting and some of the updates she's done recently.

During this next month, the Website Committee will look over the current site, add corrections to be completed in the shared google document and meet next month to discuss the changes and hopefully welcome new members.

Discuss New Open Meeting Law:

The committee discussed rules associated with the new open meeting law. Michelle is currently working with the town committees to get meeting information to her from the committees in a more timely manner. She will try to come up with an email/letter form for the Selectboard to review and send out to committee chairs, making them aware that in addition to keeping their minutes on file in the Town Office, they must, in addition, send a digital file to Michelle as soon as possible (within 5 days of the meeting), to keep within the new law's requirements. June brought up that we also will need the approved minutes as well the draft and agenda.

Website Stats:

The website committee reviewed web stats from 2008 to now. The Town of Craftsbury's website still maintains over 1000 unique visitors every month.

Discuss New Business:

Michelle is still struggling getting information from Craftsbury Outdoor Center, Sterling College and the farmer's market. June will try and contact Craftsbury Outdoor Center. June also gave Michelle a couple names to try for Sterling College and the farmer's market. Michelle has been trying to get more events on the calendar, visiting the COC website and also the Art House. She will try next month to put on the events open to the public at Craftsbury Community Care Center too.

Carol has added a wonderful new carousel feature for the home page's pictures, we just need to try and add a few new fresh pictures. She will also work on adding some photos on the Craftsbury Old Home Day page.

Michelle also mentioned the need to be more mobile friendly, responsive in the future, with iphones, ipads, etc.

Adjourn:

Meeting adjourned at 4:30 PM

Respectfully submitted,
Michelle Warren
Craftsbury Website Committee