

Website Committee Minutes

~ Draft ~

Date: Tuesday, Dec. 19, 2017 – 4PM

Present: Don Houghton, Hester Fuller, Michelle Warren & Yvette Brown

The committee drafted up report for Craftsbury's Town Report.

Michelle showed the committee some of the changes of the title, making it easier to change the photo on the fly. Don will work on getting more pictures from other places in town. Michelle will check if the Outdoor Center can send us some on the ski area.

Michelle also mentioned the online calendar has changed from google to Squarespace, which allows for photos, pdfs, address and also can be a feature on the home page. A calendar PDF is also available online, and printed out monthly for distribution around town.

Michelle will work on updating the stats. Hester will work on setting up mailchimp so monthly calendars can be mailed out to others. Maybe let people know about them on FPF too.

Yvette mentioned FPF was missing on the home page, Michelle will correct.

Michelle also gave Hester password information, in case she has an emergency and cannot edit the website. Michelle will also add Hester as facebook admin. We talked about setting up events also on facebook, Michelle just started doing that for a few events.

Michelle asked the committee to look over the website, see if there are some additions/corrections, especially the directory section.

Committee adjourned at 5 PM.

Submitted,

Michelle Warren