Web Committee Meeting - Wednesday April 6, 2016

Convened 7:10 pm
Present: Fred Steinberg, Jaime Malcolm Brown, Susie Mosher.
Absent: Michael DeChiara and Paul Vlach Guest: Leslie Bracebidge

Fred chaired the meeting. Minutes from January 6 were not available. Approval postponed.

The committee's proposed name change has not been brought to or confirmed by Selectboard. There was no further discussion of this item.

Fred discussed some of the sub-committee's proposal concerning changes to the Shutesbury.org website. Instead of a major change the subcommittee suggests incremental changes. We discussed the ideas, but no votes were taken.

Edit menu bar to fewer items. Perhaps we can make it more visible by using bigger font and increase color contrast.

The calendar could be on the home page as it is of interest to more of the web traffic.

The proposed feature of "How Do I ...?" was explained.

The process for posting meetings and minutes can be made easier using tags and a Meeting Record Template used by the Town Clerk. There would be a Minutes page for all minutes in the same way there is an Agenda page. The tags would allow minutes to be posted on committee pages as well as on the Minutes page. Tags would help changes on the contact page to be reflected on committee pages, etc.

The template for the posting a meeting form can be improved. As it is, some committees find it easier to fax or hand-write the meeting and agendas because the template is awkward.

Jaime is working on the migration to Drupal 8 since Drupal 6 is no longer supported. There is no charge for going to Drupal 8 but it takes the effort that Jaime is undertaking. There are many pdfs to migrate. He will be redoing the template. The new version will likely not look exactly the same as the current version, but it will be easily recognizable to users. A test version of 8 will be run while v.6 is still in use.

Susie asked if the editing function would be improved with the proposed changes. Text visible in the editing mode looks different once the text is saved. This is controlled by the Drupal version, so it may or may not change with a move to Drupal 8

Fred will be in touch with Paul so that the chair can schedule the next meeting.
Meeting adjourned 7:50.