

February 7, 2012
Web Committee Minutes
Shutesbury Town Hall

Members Present: Chairman Fred Steinberg and members: Gail Fleischaker, Paul Vlach and Leslie Bracebridge

Meeting opened at 7:07 PM

1. Audio/video recording of meetings and posting on the website:

- Resident Michael DeChiara has offered to provide an audio recording of the January 25, 2012 recount for posting on the website:
 - Open meeting allows for both audio and video recording of meetings.
 - Discussion included review and approval of audio and/or video recordings.

The Web Committee unanimously voted to post audio and/or video recordings of public meetings if the meeting body provides said recordings and attests to the recordings' veracity.

2. Schedule a Drupal Training meeting:

- Energy Committee – Steve Rice
- Police Department – Chief Harding
- Community Preservation Committee – Allen Hanson
- Open Space Committee – Janis Stone

Paul offered to coordinate the training with the help of other Web Committee members.

- Fred will note that the elected and appointed officials lists are effective as of July 1.

3. Web Committee's Responsibilities regarding non-town websites:

- This issue came to the attention of the Web Committee because of a concern sent to town officials about questionable links on the M.N. Spear Library site.
- Following discussion of the website links to the School and Library sites which are not compliant with the municipal website policy, the Web Committee edited the School and Library municipal pages to include disclaimers that these sites linked to may not adhere to the Municipal Web Site Policy.

The Web Committee unanimously approved these minutes before adjourning.

Adjourned at 8:30 PM.

Respectfully submitted,

Leslie Bracebridge