

Meeting Agenda - Shutesbury Web Committee

Meeting Date: Wednesday October 21, 2015 Town Hall – 7:00 pm

Convene : PM

Minutes taken by:

Attendance:



posted
10/19/15
10:30 am
sm

POSTED IN ACCORDANCE WITH THE PROVISIONS OF MGL 30A §§18-25

1 – Membership – PV - New and pending members.

2 - Discussion – SM - Posting of meeting agendas to the calendar and/or website by Town Clerk

Process – current and possible changes –

Posting of Minutes to website – Board / Committee pages; those with no pages now; copies to Town Clerk per Open Meeting Laws; other:

3 – All Boards Meeting on October 20, 2015 MD and PV - Recap of Web Committee role based on meeting requests, services offered, etc. Discussion will reference doc prepared by MD.

Website change requests / suggestions from All Boards participants:

Next steps to be taken:

4 - Screening of web content requests – hierarchy, routing, compliance with policy.

Content considerations – additional info to solicit or suggest. Other.

5 – Website policy and town Announce email policy. Review & discuss –

Outside links; “town” links (not www.shutesbury.org sites) with outside content – ie: elementary school newsletter, library

Access to use or post by those who are not town boards / committees / officials

6 – Committee member reviews of website – content, features, possible changes to explore.

Consider a survey of residents to solicit feedback?

7 – Past Minutes – review and approval

8 - Other business unanticipated by the Committee