

First I would like to thank Bastrop for hosting today. Our Ad-hoc committee was formed to look at the following objectives:

- Objective 1:

The committee will develop a Communication Highway thorough out the Area to include but not limited to:

- Ensure that we are using our technology in the most beneficial way to communicate throughout the area.
- Reach out to DCMs and Area Committee to ensure that they are connected to the Area's services.
- Explore Alternative methods of communication to ensure inclusiveness and prudence with finances as appropriate (i.e. texting, Skype, conference calls)

Objective 2:

The committee will review the Web Guidelines to ensure that they are relevant with today's technology.

Here are our findings:

Objective 1a

Ensure that we are using our technology in the most beneficial way to communicate throughout the area.

- We suggest to have a technology workshop in the summer and winter workshops to educate users about the tools that we already have.
- We suggest to update the website to be more atheistically pleasing.
- We looked into Microsoft Outlook as an alternative to Google email. We found that there would be a some charge for that, whereas Google is free. Please keep in mind that you get what you pay for.
- The online contributions process is a planed improvement that has yet to be approved and implemented.
- We looked into Using Google Cloud for storage of digitalized Archives materials.

Objective 1b

Reach out to DCMs and Area Committee to ensure that they are connected to the Area's services.

- We gave everyone a Google SWTA email account in January 2018. Again in December 2018 Vincent contacted every user to be sure that they could login to their Area emails. We sent out a test survey for Area communications but only got a 20% response. Our conclusion is that people are just not checking their Google SWTA email account. We believe that the best solution for that is user education.
- We were requested to look into allowing the Area Officers to be able to edit their own web pages. We found that we could do that by purchasing another web plug-in. However sending edits or changes to the chairperson to forward to the webmaster (the process that we currently using is working). I encourage everyone to see Kim's new page and see the work that she has done on it along with the info Danial has added to his page. I encourage all Officers to review their committee's page and send in updates for their pages as well.
- We were requested to look into allowing DCM's to be able to add Area related events in their Districts to the web site themselves. Those events would go into a pending state until approval of the Area Chairperson. We could do that for an annual cost of a plug-in upgrade. However, sending events to the chairperson to forward to the webmaster (the process that we currently using is working).

#### Objective 1c

Explore Alternative methods of communication to ensure inclusiveness and prudence with finances as appropriate

- We already have a lot of tools available in Google, but education is needed to give the information to users. We explored using a survey for Area Business but found 80% of users did not respond to the survey.
- We feel that having 3 ways for everybody to receive Area communications would get the word out better. (e-mail, Text, and web site login) However, I did add links on the website for login to Google e-mail.
- A texting service would be a small monthly charge and comes with a conference call feature

#### Objective 2

The committee will review the Web Guidelines to ensure that they are relevant with today's technology.

We found that the guideline are very detailed and redundant in places. What can I say? They look to me more like a scope of work contract proposal for a new site development. Maybe that is what they were for when they were written. But to me they could be a lot simpler and clearer. I am sure that a lot of work went into them when they were written. Our task was to review. We did that and we all come up with different ideas and questions. We were tasked with reviewing them, not changing them. To do that we think that a separate committee needs to be formed tasked with the job of editing them for approval.