

SHAREHOLDER/MEMBER COMMENTS

There were no comments made by shareholders/members at the time of the meeting.

APPROVAL OF MINUTES

The minutes of October 15, 2019, Website Redesign Ad Hoc Committee meeting were approved as amended.

CORRESPONDENCE (N/A)

STAFF REPORTS

Director of Communications and Technology

The Director of Communications and Technology presented online options and associated costs for LW Weekly as an e-edition that could potentially replace its current PDF version. She stated that a digital edition is presentable, easy to navigate and would allow for more advertising. In addition, Ms. Chigireva stated that the system would be easy to set up while the LW website is being redesigned, and the advertising can be selective per request.

Following a discussion, the Committee concurred to forward this item to the Communications/IT Committee for consideration.

Executive Director

The Executive Director was not present at the time of the meeting.

SUB-COMMITTEE REPORTS (N/A)

PRESIDENT'S COMMENTS

President Stone was not present at the time of the meeting.

UNFINISHED BUSINESS

RFP Response Reviews

The Director of Communication and Technology spoke of a report on RFP response from nine companies, as presented, and based on a feedback, suggested the removal of ADA compliance functionality from RFP and extending submission deadline to January 31st, 2020.

Revise Proposal

The Director of Communications and Technology asked for the Committee's input on Revise proposal, as presented.

Following a discussion, Ms. L. Perrotti MOTIONED, seconded by Ms. S. Hopewell -

TO extend the RFP submission deadline to two more weeks (January 31st), and collect remaining bids, excluding ADA compliance, for a website.

The motion passed with three “yes” (Hopewell, Perrotti, Snowden) and one “no” vote (Massetti).

The Committee also advised the Director of Communication and Technology to get a revised bid from Revize that'd include ADA compliance fees and provide the Committee with definition of ADA for a website and the difference between ADA and WCAG.

NEW BUSINESS (N/A)

GOVERNING DOCUMENTS (N/A)

ADJOURNMENT

Chair Massetti adjourned the meeting at 2:12 p.m.



Nick Massetti, Chair
Website Redesign Ad Hoc Committee

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