

Purpose: Garden State Division(GSD) Special BOD Meeting
Date/Time: Sunday, 29 AUG 2021
Place: Virtual meeting using Free Conference Call
Attendees: Chuck Diljak, Mark Moritz, Jim Homoki, Jim Walsh, Paul Harbord, JP Mikesh, Ciro Compagno and Steve Ascolese
Not in attendance: Andy Brusgard, Bob Dennis and Tom Casey

**August 29, 2021 Motion Submitted and Approved:
(2021.8.29.1) Move the GSD website to Constant Contact.**

This meeting was called to discuss and vote on a Website Proposal introduced by Chuck.

We determined there is a quorum for the meeting.

Chuck led the discussion/demonstration.

Identified the need for a new website given the current webmaster wants to limit updates to the current website to 3-4 times per year. Websites need to be fluid in order to generate traffic.

Chuck developed a possible replacement for the current GSD website, using Constant Contact's Website Builder tool.

Chuck shared his screen and reviewed the 10 pages of the proposed website in Constant Contact with everyone present.

- Home
- Leadership
- Events
- Newsletter
- Achievement Program
- Gallery
- Governance
- Links
- Clubs
- Contact Us

Highlighted the one bug that has been logged with Constant Contact, where downloading a PDF file of any document will generate a PDF file with a nonsensical name, not the name of the file that was originally uploaded to the website.

Identified that the only items missing from the current website are links to member's YouTube videos and links to Whistle Post articles. If the links to videos were recreated, we will need to frequently check to make sure the links are still valid. Also, currently, the links to Whistle Post articles on the current GSD website do not work.

Chuck would like to have a photograph and model/prototype-related biography from all board members for use on the "Leadership" page in the coming week.

There are placeholders on the "Events" page for the two clinics. Jim Walsh will provide a photo, description, and clinician name as they become available.

There was a discussion on how many meeting-minute files need to be available to the membership on the website.

Demonstrated the ease in maintaining the website, using the Newsletter page as an example. The process does not require any knowledge of HTML code. It is all drag and drop, changing of options, and uploading photos and documents. It is very intuitive and easy to use.

Given its ease of use, multiple board members can maintain the website going forward, avoiding the current situation in the future.

Chuck will document how to maintain the pages that are most fluid: Events, Newsletter, Gallery, and Governance pages. He will also provide documentation on replacing the "hero" photos in the future.

Discussed the cost of the current and Constant Contact websites:

Current:

Hosting: $\$161.64/3 \text{ years} = \$53.88/\text{year}$

Domain: $\$14.95/\text{year}$

Annual Total: $\$68.83$

Constant Contact:

Hosting: $\$10/\text{month} = \$120.00/\text{year}$

Domain: $\$22/\text{year}$

Annual Total: $\$142.00$

Difference: $\$73.17/\text{year}$

It was a very impressive demonstration and Mark noted that we have funds for it.

Chuck made a motion to move the GSD website and domain from its current hosting site to Constant Contact.

Jim Walsh seconded the motion.

Everyone in attendance was in favor of the motion and it carried.

Respectfully submitted,

Jim Walsh

Jim Walsh, Secretary NMRA/NER/GSD