

## MD19 Website Report

**To:** MD19 Council Of Governors

**Date:** January 22, 2019

**From:** J.D. Nellor, Vice Council Chair

The new MD19 website launched in June 2018, shortly after the Spring Council Meeting and training sessions.

In general, the new website appears to be working well; Lots of positive comments, which is nice. De-bugging is going easier than anticipated.

There is not a lot new to report since the October convention. There are changes to the website at least weekly: Announcements, ads and events are added as received and deleted as the events are held; Changes to club officers, directors, meeting places and times are updated as received; Typographical and grammatical errors have been repaired through ongoing proof-reading (many thanks to Summer Stokes for going through the website line by line!), a process that will never end; Colors used in the website were been updated when LCI color issued a new color pallet; Under the hood, updates to make it easier for the site to be handed off to new webmasters and easier to enter the raw data.

How can Lions help with the website?

- Encourage any anyone who spots an error, or that finds something that does not work, to let the MD19 office know. They should identify the page where the problem was found or the information needs to be changed (makes it easier for me to find it!). In most cases, we can correct problems or update information almost immediately, rarely does it take more than a day.
- We like ideas! If someone has an idea about something they would like the website to do, let the MD19 office know.
- Encourage clubs to submit stories for the club Brag Pages.
- Encourage clubs, zones and districts to get calendar information to the MD19 office on their events ASAP so they can be posted on the Calendar— the Calendar is intended to serve (in addition to the obvious) as a way for clubs, zones and districts to schedule events and avoid conflicts with other clubs, zones and districts.

What's on the agenda over the next few months?

- Move the site to its own account— it is living on my office account, which is no big deal, but it deserves its own account. There is a cost that we need to budget for: about \$6.00 to \$9.00 a month depending on the hosting package. Between the domain name registrations

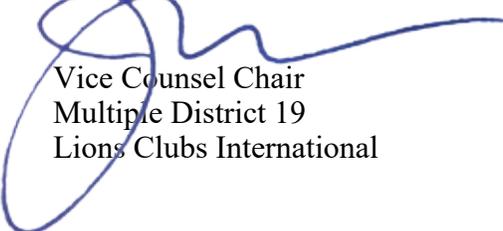
and the hosting, we should budget about \$90.00 to \$120.00 a year for the website. The timing: the second half of this fiscal year.

- Building a database so the MD office can edit club, officer and meeting information on the fly, which means the website and the Roster data will automatically update with a single entry in a single place. The timing: Most likely 3<sup>rd</sup> quarter of the fiscal year, but I may want to go through one more manual annual update.
- Convert all of the old forms on the website into fillable pdf files.
- Create data entry pages so that Zone Chairs (and Clubs) can fill out and file their MD reports from the website, instead of downloading the forms, printing them out, filling them in, and mailing or emailing them to the MD19 office.
- Create payment pages where Clubs and Lions can make online payments of MD19 assessments, registrations for the MD19 conventions and counsel meetings, and the like.
- Fully documenting the site for successor webmasters.
- Getting a committee of webmasters to monitor and help update the site.

I hope you are all enjoying the new web site.

Respectfully submitted,

J. D. Nellor



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