

# WPAUMC Web Team

## Steering Committee (Last Monday of Every Month)

Monday, Jan 25, 2009

2:00PM - 3:00PM

Location: *Bittner*

Invitees: Frank Bloise, Lisa Grant, Tracy Merrick, Pat Morris

### 1. Objectives

- a. Inform the executive staff of overall website status
- b. Keep website priorities in line with conference strategies
- c. Provide a time for discussion and Q&A

2 min

Frank

### 2. Introductions/Announcements

- a. FYI - Must be out of Bittner at 2:55 due to another meeting

3 min

Frank

### 3. Project Review

- a. Roadmap/Timeline
- b. Project Highlights
  - a. Ministry Pages - website ministry
  - b. District Page - decommission, termination fees
  - c. Boom - kickoff on 1/18
  - d. Calendar/Events - 1/12 meeting, design doc in progress
  - e. VIM opportunities - Live last week
  - f. Annual Conference - push forward
  - g. Standards/Guidelines - drafts in play for CC, more to do

20 min

Team

### 4. Budget

- a. Status of budget for website?
- b. Next steps? What can we do to get this finalized?
- c. BRT Invoices - would you like this listed each month?

10 min

Team

### 5. Resources

- a. Maintaining a monthly timesheet - do you want listed online?
- b. Future of my position?

10 min

Team

### 6. Miscellaneous Issues

- a. Items to address from our last meeting on 12/29
  - a. Communication Plan - started and on webteam page
  - b. Steering Committee - done, setup by Frank
  - c. Calendar Meeting with Sara/Sarah - held 1/12, WIP
  - d. Road Map - done, created by Frank
  - e. Finance Page - contacted Sally, she will be ready soon
  - f. MRC - Lisa to check-in with Emma
  - g. Budget - Tracy to check on Believe-Again funds
- b. Review of Items to address - from today's meeting
- c. Any other questions/issues to discuss today?
- d. Next meeting - Monday, February 22 at 2:00 PM

20 min

Team