

## Website Committee Minutes

From meeting DATE: **August 15, 2011** TIME: **4:00**

<b>Members &amp; Guests Present</b>	Brenda Boyer, Elisabeth Larson, Deb Leiferman	
<b>Members Absent</b>	Lance Quick, Jenna Odegard, Dave Hageman, Jean Bender	
<b>TOPIC</b>	<b>PRESENTATION - DISCUSSION</b>	<b>RESULT/LEADER</b>
<b>Devotions</b>	For next month will be lead by Dave	Dave
<b>Time of Sharing</b>	Members of the group talked about what they have been doing lately	Everyone present
<b>WiFi in Church</b>	Lan Evenson set this up.	Done! This is up and running!!!
Each member of the committee will have a specific week to make updates	Elisabeth week 1, Brenda week 3, Dave week 4 Deb's computer is free to use any time Thursday or Friday and Wednesday before 11:30. <b>Call Deb Wednesday afternoon to see if there are updates that need to be done.</b>	This means 4 people will come in every month to make updates
Wedding Guide	Deb is updating the old 2009 file in her spare time	Deb
Devotions for the future	Everyone sign up for 2 months: Sept - Dave, Oct – Jean, Nov- Dave, Dec – Deb, Jan - Elisabeth, Feb - ?, March - Elisabeth, April- Jean, May - Deb	Let Brenda know which months you'd like
Instruction Sheet for making website updates	Written instructions on how to do updates is in a binder in the office for anyone that needs to know how to make updates.	Elisabeth updated this today with details on uploading the MP3 of the service. THANKS!!!
Map of inside of church	Jack Halverson would like this on the website for visitors. Deb has a hand drawn map	Brenda will check with see if there is a computer made map
Updating the website from home	We are concerned that the person at home needs to get into the BLC Security Computer to make updates. We don't want that computer accessed from someone not in the church building.	

**Next Meeting:** the third Monday of the month -- September 19, 2011 -- Monday – 4:00

Respectfully Submitted, Brenda Boyer