

## Website Committee Minutes

From meeting DATE: **Tuesday -- September 20, 2011** TIME: **4:00**

<b>Members &amp; Guests Present</b>	Brenda Boyer, Elisabeth Larson, Deb Leiferman, Lance Quick, Dave Hageman	
<b>Members Absent</b>	Jenna Odegard, Jean Bender	
<b>TOPIC</b>	<b>PRESENTATION - DISCUSSION</b>	<b>RESULT/LEADER</b>
<b>Devotions</b>	For next month will be lead by Jean	Jean
<b>Time of Sharing</b>	Members of the group talked about what they have been doing lately. Thank you Dave for leading devotions.	Everyone present
<b>WiFi in Church</b>	Done in the office area! Deb will check with Lan Evenson to see what to do to have in Grounds of Joy	Deb will check with Lan
Each member of the committee will have a specific week to make updates	Elisabeth week 1— will upload the audio of the Sunday services and get these up to date, 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	Thank you Deb for updating this!!!	Deb
Devotions for the future	Everyone sign up for 2 months: 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. We added Deb's new log-in. Also we will add "Don't turn off Deb's computer".	Elisabeth updated this as needed. THANKS!!!
TV commercial for children that is on the site	Should be moved to the Children's area of the site. There is a new TV commercial filmed for Welcome Wagon that should be put on website	Brenda will check with Leah about getting the new commercial
Technical support from Que Computers	We are not sure if we still get 2 hours a month free	Lance will check with Que
Meeting date change	We changed our meetings to Tuesdays – the third Tuesday of each month	Everyone present
Budget for 2012	Is due in early October. We'll ask for same \$800 as in the past	Brenda will get to Elizabeth Ruiz

**Next Meeting:** the third Tuesday of the month -- October 18, 2011 -- Tuesday – 4:00

Respectfully Submitted, Brenda Boyer