

Tinmouth Website Committee
Draft Minutes
Saturday, March 4, 2023

Agenda:

Welcome

Call to Order

Introductions

Meet Zach Bronzo to discuss current website management practices, and discuss how he may be helpful with Tinmouth's management needs for the site.

Discuss challenges or desired changes for the website

Review and update 2008 tinmouthvt.org website policy

Generate guidance for Select Board as needed

Discuss other lawful business regarding the tinmouthvt.org website

Adjourn

Attendees: Cathy Reynolds, Todd Dennis, Sherry Johnson, Logan Birdsall, Nancy Gucker Birdsall, Gail Fallar, Zach Bronzo

Minutes:

Cathy ran the meeting.

Reviewed & Approved edited minutes from the April 14, 2020 Website Committee Meeting. Nancy will edit and re-post to the tinmouthvt.org website.

Zach Bronzo introduced himself and will take on the system administrator work for the town website. Todd will be the main communicator with Zach regarding website needs. Nancy will add Zach as an administrator on the website.

Updates: Cathy brought up that the website needs to include a page for RFP / Procurement documents. Gail or Cathy will generate PDFs to be uploaded.

Generate guidance for Select Board:

- Todd will re-present the tinmouthvt.gov website application to the Select Board in April, as no action was taken in 2021 when the SB approved the domain switch because of the billing cycle for the current domain and site. Zach is in support of this change, and will do the work to redirect the domains when established.
- Todd will look in to whether email is available through the .gov domain, for use by the town and select board members and possibly committee chairs.
- Cathy will review and update the 2008 Website Policy, to present to the Select Board in April. Committee members will send updates to Cathy for editing or inclusion in the policy.

Other business: Logan stepped down from the Committee, and offered to help from a distance with uploading documents and agendas if needed.

Meeting Adjourned.