

**Minutes**  
**Website Skype Meeting**  
**November 11, 2016**  
**12pm**

**Attendees:** Theresa, Alice, Stacey, Bonnie

**Meeting opened with Serenity Prayer**

**Approval of October Minutes**

~~A Theresa made a~~ motion was made to alter the October minutes to remove names and preserve anonymity. Alice seconded the motion to amend. Alice made motion to approve amended minutes and Theresa seconded.

**Website Statistics update - Theresa**

Top 10 downloads include Trifold #1 that can be updated as needed. Theresa will meet with Aleena to discuss options. Removed "on hold" locations from website. Number 2 download is the "Nar-Anon For Me?"

#1 on Pages Visited is the "Find a Meeting" page.

Theresa indicated no response from Regional Members related to email setup instructions. Theresa will ask Belle to resend. New emails will allow for anonymous response. Theresa will try to attend next face to face meeting (March) to assist with in person set up assistance.

Will add meeting closures to website.

**Old Business – Alice**

Belle will contact GSR to remove meetings from TriFold and World Services website to keep in sync with Bay Area list

**New Business – Alice**

Web Committee is in need of a Secretary. Stacey volunteered. Issue voted and all in favor.

Next meeting scheduled for 12/3/16

**Close meeting with Serenity Prayer.**

**Minutes**  
**Website Skype Call Meeting**  
**Saturday, October 14, 2016 @ 12pm**

**Attendees: Donna, Theresa, Alice, Belle**

**Meeting opened with Serenity Prayer**

**Approval of minutes – Donna, Theresa**

**Unsuccessful attempt to include Stacy to Skype meeting. Bonnie was unavailable. Will try again for November's call. Verify email addresses.**

**Question brought up regarding the website "find a meeting" webpage. If a meeting is closed for a certain time, can the Region contact the GSR if it may be removed from the FL website? Belle will email.**

**2 ½ yrs. of Regional Minutes can be posted on the website "member" page. Donna will suggest that the Bay Area also post their minutes.**

**Alice emailed Stephane to remind her to send the Region's minutes for posting, and she agreed to remove any names to keep anonymity of the members.**

**Next meeting Nov 12<sup>th</sup> 2016**

**Close meeting with Serenity Prayer**

**Minutes**  
**Website Skype Call 9/17/16**

**Attendees: Donna, Theresa, Alice**

**Meeting opened with Serenity Prayer**

**Approval of minutes – Donna, Theresa**

**Discussed the possibility of having one anonymous email to return to sender, and Theresa commented that this cannot be done.**

**The F2F Website Committee can decide when to remove the “New Meetings”, “Closed Meetings”, etc. If removing a closed meeting, notify the GSR. Agreed on 6 months for removal. Discussed how to keep WSO and Bay Area lists in sync. Alice will discuss with Lynne, or outreach chair.**

**2 ½ yrs. Of Regional Minutes can be posted on the Member Page. Donna will suggest that the Bay Area also post their minutes.**

**Alice will remind Stephane to send the Region’s minutes for posting, and she agreed to remove any names to keep anonymity of the members.**

**The status of flowchart – We have an approved flowchart already. See WSO website.**

**Alice made a plea for volunteers at the Region F2F , Bay Area and Oldsmar group meetings**

**Alice cancelled the Calendar from automatic renewal and also removed credit card information.**

**Approved the date and time of the Website’s future meetings**

**Oct 15<sup>th</sup>  
Nov 12<sup>th</sup>  
Dec 2<sup>nd</sup>**

**Provided the next approved Regional meetings for posting.**

**Next meeting Oct 15<sup>th</sup> 2016**

**Close meeting with Serenity Prayer**

# **Website Committee Minutes**

## **Website Skype Call 8/20/16**

**Attendees: Donna, Theresa, Alice**

**Meeting opened with Serenity Prayer**

**Approval of minutes – Donna, Theresa**

### **Discussed Topics for Sept 10<sup>th</sup> F2F**

**Calendar removed and replaced with “Member” page.**

**Find out if 2 ½ years Regional minutes can be posted on Member Page**

**Status of Flowchart**

**When to remove meetings that are “on-hold”, “closed” or “new”. Suggesting 6 months.**

**Ask for Volunteers**

**Discuss “reply to” for anonymity. Instructions from Theresa for setup.**

**Next meeting Sept 17<sup>th</sup> 2016**

**Closed meeting with Serenity Prayer**

# Florida Region Website Committee Minutes

## Saturday, June 25, 2016 @ 12:008 PM, Skype Call

**ATTENDEES:** Alice, Donna & Theresa

**CALL TO ORDER:** @ 12:08PM

**OPENING:** Serenity Prayer

### APPROVAL OF MINUTES

Donna motioned to accept as written the minutes from May 28, 2016; Theresa seconded the motion; motion carried unanimously.

### OLD/UNFINISHED BUSINESS:

1. Discussion on where newcomers found out about Nar-Anon. Newcomer's found through WSO website and through internet searches. See below stats on keyword/key phrase searches and the various search engines referrals to [www.naranonfl.org](http://www.naranonfl.org)

### NEW BUSINESS:

1. Discussion on regional committee titles; specifically, the **Outreach FL Contact & Meeting Lists** person. The title is confusing to newcomers seeking a meeting. They are contacting Sheryl B instead of the helpline/info chairperson.
  - a. CONSENSUS: The website committee recommends either a formal position name change for the position or just change it on the website. We recommend "Outreach FL Communications". Sheryl will seek advice over whether this is a formal voting request which needs 90 days or we can make the change on the website.

### WEBMASTER REPORT

1. Theresa discussed the website highlighting the importance of some of the docs available on the website. Stats on top downloads (below) regarding the top download being the Tri-Fold Brochure.
2. TRI-FOLD CONTACT & MEETING LIST  
Brochure on website is reformatted for our viewers and contains the generic anonymous email addresses in place. Sheryl B. has not included this in her monthly distribution. Committee noted the changes in the brochure makes the changes more unclear and less readable over the years with meetings and counties being added and removed.
  - a. CONSENSUS: It was agreed that Theresa would contact Sheryl B with the template she developed for the tri-fold for Sheryl to use IF SHE WISHED.
  - b. CONSENSUS: Request that the Outreach Contact & Meeting list chairperson use the generic email addresses in place in the tri-fold brochure
3. BAYAREA. Donna will contact at the next Bay Area meeting and discuss if they want generic email addresses for the committee heads and ask if they would consider putting the minutes of their meeting on the website. Aleni will also be contacted regarding the generic naranonfl.org email addresses for the BayArea meeting list.

### OPEN DISCUSSION

1. Theresa offered to send her notes to Alice to help in the minutes.
2. Website committee continuity: We discussed the need for more on the committee. Donna will be stepping down in September. We would like to have a secretary and Vice-Chair to provide that continuity to have members step into the chair or other committee positions. Committee discussed placing our minutes & agenda on the website to bring more awareness of the committee and hopefully bring more people into the committee.
  - a. CONSENSUS: Theresa will place the minutes/agendas on the website under "SERVICE DOCS" webpage

### NEXT MEETING

Committee agreed by consensus to hold next website committee meeting on July 16<sup>th</sup> @ 12 noon.

### CLOSE MEETING

Theresa motions to close the meeting @ 12.43PM; Donna seconded the motion; motion carried unanimously. The committee meeting closed with the Serenity Prayer.

Respectfully Submitted,  
Alice, Website Committee Chairperson

## **MINUTES**

### **Website Skype Call 5/28/16**

**Attendees: Donna, Theresa, Alice**

**Meeting opened with Serenity Prayer**

**Approval of minutes 4/23/16, passed**

#### **Discussed:**

**Taking off the Flow Chart because it was never finalized. Did we vote to get rid of it, and because it still shows as a "draft"**

**Add "Need help finding a meeting" under Outreach Helpline under Contacts to encourage using the helpline for such questions vs. emailing the wrong person**

**Change verbiage for generic email for Outreach Contact and Meeting list**

**I know there was probably more....**

**Next meeting will be on 6/25<sup>st</sup> at 12:00**

**Meeting ended at 8:00 pm with Serenity Prayer**

**MINUTES**  
**Website Skype Call 4/23/16**

**Attendees: Donna, Theresa, Alice**

**Meeting opened with Serenity Prayer**

**Approval of minutes 3/9/16, passed**

**Discussed the Calendar and the opinion of the region. We decided to discontinue the use of it, since the events were already posted under the Events tab and that it's highly possible that it would not be consistently be maintained by the members.**

**Alice will call and see if a refund is possible.**

**Went over the Narateen section and the concerns of Joni and the FL Narateen Committee. They want to ensure that there is consistency between the WSO and the FL website.**

**The "About Narateen" section will be replaced by a link to Narateen FAQ, on the WSO website.**

**Theresa to add forwarding emails to the FL website as agreed upon by the FL region.**

**Next meeting will be on 5/21<sup>st</sup> at 2:00**

**Meeting ended at 8:00 pm with Serenity Prayer**

## WEBSITE RSC REPORT MARCH 19<sup>TH</sup>, 2016

We have an exciting new look to our Website. Same content, just a new look, If you haven't already seen it yet, I urge you take a look.

Naranonfl.org was changed from a blog to an official website. This allowed us to have more flexibility and many advantages for adding/updating content.

Examples of some of the enhancements with the new website platform that the old hosting service couldn't provide:

More content on the home page to allow for better searching via the different search engines.(spiders)

Ease of adding and updating website content. For example adding the PSA

Standard fonts, available on the majority of people's devices.  
Mobile phones/tablets/Laptops

New Banner that can be easily changed.

We are proposing a new feature that will provide more anonymity to the RSC member's email addresses listed on the website.

We can have generic emails set up, like [website@naranonfl.org](mailto:website@naranonfl.org).

This address would be listed on the website this way and behind the scenes, it would forward to the person's actual email address.

Whatever they decide to use, like [alice@gmail.com](mailto:alice@gmail.com).

Ask Region Permission to use and pass around and get email addresses for forwarding. We have 3 people on the committee, including the Webmaster. We lost one member and we need another person. No computer experience necessary. Please see myself or Donna if you are interested.



## Financial Report:

Last year we paid approx. \$200 for the website (Search Engine visibility for 1 yr., the domain (.net, .com, and .org) and 2 yrs of hosting)

With our remaining budget for money for 2016 (\$ 221)

We ended our hosting contract with GoDaddy and received a credit of 143.76.  
That credit was used to renew our domain for .org for 4 yrs, and .com and .net for 1 yr.

We Purchased :

*Bluehost – AND Cloud Starter – Name of our new package service for  
36 months @ 5.95/mo = 214.20  
Calendar 49.00/yr.*

We saved money by gaining an extra year of hosting and 3 extra years on the .org domain.

4/22/16 Here is a comparison of the Narateen info on the WS and FL webpages.

Though differences are small, the FL Narateen committee feels it is important that there be no discrepancies between the two. The most important is that through a motion from FL in the world conference of 2014 the word "sponsor" in relation to Narateen groups was changed to "facilitator". In service, Joni (FL Narateen Committee Chair)

**Yellow highlighted:** WSO wording re: Narateen. Yellow indicates what WSO has that FL Nar-Anon does not

**Green highlighted:** Narateen Committee suggested added wording

**Website Committee Decisions: Blue highlighted:**

**Item 1)** Do not add the green highlighted wording, nor the yellow highlighted wording. Adding the green wording is redundant since we have links to WSO Narateen for more information.

**(Item 2)** wording change from Sponsored to Facilitated and remove the word "self-help". Committee decided not to add "certified." Sentences are the same in "What is Narateen" and "About Narateen" – just reversed in order. Committee decided to keep as is. Additionally: Combine Resource links 1 & 2 (go to same page). Move links up on list: "Narateen FAQ" & "Narateen Is It For You" AND see if Joni wants us to add something: **To find out more about Florida Narateen, click here**

<b>Item 1:</b> WSO nar-anon.org website	naranonfl.org website
<a href="http://www.nar-anon.org/narateen">http://www.nar-anon.org/narateen</a>	<a href="http://naranonfl.org/narateen.html">http://naranonfl.org/narateen.html</a>
<p>"If you're a teen and someone important to you is an addict, you can find support in a Narateen group. Narateen is designed for teen Nar-Anon members. <b>If there isn't a group near you, talk to someone in a Nar-anon group to ask if they could facilitate a Narateen group.</b></p> <p>Through group meetings, we learn each other's effective ways of coping, while gaining some peace of mind and hope for a better way to live. We help each other by sharing our experience, strength and hope. This way we feel free to say what's on our minds and in our hearts.</p> <p>To protect everyone's anonymity, we only use first names. The names and stories shared in confidence aren't repeated outside of group meetings. You won't be forced to speak, but you can always ask questions after meetings. We understand how you feel, so know that it's a great relief to learn about more effective ways to cope with this disease. And remember, you're no longer alone. <b>from the website <a href="http://www.nar-anon.org/narateen/">http://www.nar-anon.org/narateen/</a> where more information can be found.</b></p>	<p>If you're a teen and someone important to you is an addict, you can find support in a Narateen group. Narateen is designed for teen Nar-Anon members.</p> <p>Through group meetings, we learn each other's effective ways of coping, while gaining some peace of mind and hope for a better way to live. We help each other by sharing our experience, strength and hope. This way we feel free to say what's on our minds and in our hearts.</p> <p>To protect everyone's anonymity, we only use first names. The names and stories shared in confidence aren't repeated outside of group meetings. You won't be forced to speak, but you can always ask questions after meetings. We understand how you feel, so know that it's a great relief to learn about more effective ways to cope with this disease. And remember, you're no longer alone.</p>
<b>Item 2:</b> WSO Narateen FAQ (whitepaper doc)	<a href="http://naranonfl.org/narateen.html">http://naranonfl.org/narateen.html</a>
<p>What is Narateen?</p> <p>Narateen is a part of the worldwide fellowship of Nar-Anon Family Groups, a twelve step program. Narateen provides support and hope to young people whose lives have been affected by a relative or friend's <b>addiction</b>. Narateen meetings are facilitated and monitored by <b>certified</b> experienced Nar-Anon members.</p>	<p>About Narateen</p> <p>Narateen provides support and hope to young people whose lives have been affected by a relative or friend's <b>drug abuse</b>. Narateen is a part of the worldwide fellowship of Nar-Anon Family Groups, a twelve step <b>self-help</b> program. Narateen meetings are <b>sponsored</b> and monitored by experienced Nar-Anon members.</p> <ul style="list-style-type: none"> <li>• Additional Information about Narateen can be found on the <a href="#">Nar-Anon Family Group website</a>.</li> <li>• <a href="#">About Narateen</a></li> <li>• <a href="#">To the Concerned Teenage Family Member or Friend (near base of webpage)</a></li> <li>• <a href="#">About Narateen for the Professional</a></li> <li>• <a href="#">Is Narateen for Me?</a></li> <li>• <a href="#">Narateen FAQ</a></li> </ul>

# **MINUTES**

## **Website Skype Call 3/9/16**

**Attendees: Donna, Theresa, Lynne, Alice**

**Meeting opened with Serenity Prayer**

**Approval of minutes 1/9/16, passed**

**The new website was officially launched. Once the new host was changed it was immediately paid for.**

**Some members already saw the changes to the site and felt it would have been nice if an email was sent out to announce the changes. This was not mandatory as our concepts say as a committee we have authority to make changes, but as a courtesy, an email to the RSC would have been the right thing to do. Lesson Learned for not thinking forward on this.**

**Discussed whether or not the Calendar should be public.**

**Sebring F2F on the 19<sup>th</sup>**

**Ask group about generic emails and pass out list where they can fill out the email they want to forward**

**Explain about launching of website and not thinking ahead about sending email.**

**Lynne reported that she can no longer be in the Website Committee, but will be available for any questions or advise we may have,**

**Meeting ended at 8:00 pm with Serenity Prayer**

# AGENDA

Thursday Feb.4th, 2016@ 7pm  
Skype Call

Call to Order- Serenity Prayer Alice

Roll Call Alice

Approval of Minutes from 1/7/16

Old/Unfinished Business:

Updates on New Website

New Business:

Open Discussion

Next Meeting

Close Meeting

Serenity Prayer

## **MINUTES**

### **Website Skype Call 1/7/16**

**Attendees: Donna, Theresa, Lynne, Alice**

**Meeting opened with Serenity Prayer**

**Motion made by Theresa to approve 11/1/2015 minutes and 2<sup>nd</sup> by Lynne.**

**Lynne reported that she talked to the World Services Webmaster and Committee Chair. WSO voted in 2014 that public use of Nar-Anon materials are only 25%.**

**Adding CAR voting sheet and priority list to website is not needed. These are for the GSRs and the groups.**

**Theresa suggested to add more content on the home page.**

**Discussion on adding content from the Hope Pamphlet under "About Nar-Anon"**

- 1. What is Nar-Anon**
- 2. How Can it Help Me**
- 3. What will I find at Nar-Anon**

**Other suggestions were to add the PSA, Vision and Mission Statement and many fixes and improvements that Theresa could do, which had never been done.**

**Theresa suggested using generic email addresses for the Trusted Servant list. That would provide more anonymity to members and make for an easier transition when members change.**

**Website budget for 2016 is \$201. Domain renewal is \$21 in March \$221.**

**Alice needs to check Flyers before sending to Theresa, and get notices out in a more timely manner.**

**Meeting ended at 8:00 pm with Serenity Prayer**

**Next meeting is Thursday 2/4 at 7:00 pm.**

**Submitted by Alice 1/31/16**

## Florida Region Treasurer's Report January 2016

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Our starting balance for this fiscal year is \$578.00

Donations	+1,093.81	
Expenses	- 371.01	
Balance		\$1,300.80

### Donations:

Bookmarks FRCNA		\$18.00
Port St Lucie	12741	\$75.00
Delray Thurs	12712	\$11.00
West Pam Sat	12755	\$60.00
Oldsmar	12734	\$50.00
Port St Lucie	12741	\$75.00
Ocala	12733	\$60.00
Ocala	12733	\$40.00
Cape Coral New Way	12763	\$50.00
Lake Worth	12721	\$50.00
Delray Thur	12712	\$12.00
Port St Lucie	12741	\$75.00
Oldsmar	12734	\$50.00
Lake Worth	12721	\$50.00
Ocala	12733	\$40.00
Bay Area		\$377.81
Total Donations:	\$1,093.81	

### Expenses:

New Group Packets 3 X \$51.45	154.35
Orlando, Southwest Ranches, Naples	
Infoline 3 X 29.95	89.76
Checks	19.90
F2F Sebring Sept 2016	107.00
Total Expenses =	371.01

Since last F2F we also paid:

Delegate Expense	3800.00
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## Florida Region Treasurer's Report January 2016

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Expenditures	Budgeted	This Period	YTD	Percentage of donations
				1093.81
<b><u>Face to Face Meeting</u></b>				
Total	\$214.00	107.00	107.00	10%
<b><u>Travel Expense</u></b>				
Total	\$66.00	0	0	0
<b><u>Literature</u></b>				
Total	\$535.00	154.35	380.65	14%
<b><u>Narateen</u></b>				
Total	\$471.00	0	451.00	0%
<b><u>Website</u></b>				
Total	\$221.00	0	221.00	0%
<b><u>Outreach</u></b>				
Total	\$1,800.00	89.76	1,710.24	8%
<b><u>Conventions</u></b>				
Total	\$100.00	0	0	0
<b><u>Florida State Annual Report</u></b>				
Total	\$62.00	0	0	0%
<b><u>Literature Committee</u></b>				
	0	0	0	0%
<b><u>Checks for checking account</u></b>				
	0	19.90	0	2%
Overall Totals	\$3,469.00	371.01	3097.99	
<b><u>Regional Delegate Cost (actual need 3600)</u></b>				
Delegate Cost of 1900.00 over 2 years				
Alt Delegate cost of 1900 over 2 years				
Total	\$1,900.00			
<b>Total Budgeted Expenditures</b>				
	\$5,369.00			

## Florida Region Treasurer's Report January 2016

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Summary of where we are at:

Current Bank Balance is \$1,300.80

Delegate Held Last year -\$634.00

Total \$666.80

Prudent Reserve - \$ 578.00 (Budget Expenses 3469 / 12 months = 289 X 2 months = 578.00)

Amount to send to WSO \$ 88.80 as of today if this was a F2F

WSO Donations

75.00 Port St Lucie #12741

30.00 South FL recovery group #12729

75.00 Port St Lucie #12741

12.00 Delray Thursday #12712

50.00 Lake Worth #12721

100.00 Ocala #12733

2227.58 Florida Region



**MINUTES**  
**Website Call 11/1/15**

**Attendees: Donna, Theresa, Lynne, Alice**

**Meeting opened with Serenity Prayer**

**Motion made by Theresa to approve 10/18/2015 minutes and 2<sup>nd</sup> by Donna.**

**New business:**

**Committee voted to change meeting day and time of the Website committee meeting to the first Thursday of the month at 7pm, starting 12/3/15.**

**After reviewing Theresa's mock website again, a motion was made to go forward with replacing old website with new website that Theresa proposed.**

**Theresa reiterated that using Go-Daddy for the new website would not incur any more expense at this time.**

**Theresa explained in more detail why using lots of info on the homepage/about page would increase our ratings to allow for better searching to the website.**

**Alice will check with Stephanie to confirm if it was voted on at the region level to post committee minutes on the website. If it was, the website committee cannot remove them.**

**Lynne will check with Cathy and Phillipe at WSO if the new Homepage/About Page could use (copy/paste) content from WSO website, without copyright infringement.**

**Meeting ended at 8:00 pm with Serenity Prayer  
Next meeting is Thursday, Dec 3rd, 2015 at 7:00 pm.  
Submitted by Alice 11/25/15**

## **MINUTES**

**10/18/15 Website Call**

**Attendees: Alice, Donne, Theresa**

**Approve minutes 7/9/2015**

**Motion made by Donna to approve 7/9/2015 minutes and 2<sup>nd</sup> by Theresa.**

**Announcements were made by Alice as indicated on the Agenda**

**New business:**

**Donna and Alice agreed that they liked the new Website idea and would go forward with a review.**

**Theresa responded to Andrea's unfinished postings and to Website as listed on 7/9/15 minutes.**

***Summary of Theresa's responses and suggestions:***

**Theresa explained why many of the changes the committee asked Andrea to make would not be possible because our website is a blog.**

**Theresa recommended creating to a "real" website to make it more robust, and accommodate current and future changes and improvements.**

**Theresa will see if a GoDaddy will refund the payment for 2 yrs. already paid if committee votes to go with a new hosting platform.**

**Theresa created a mock website as an example for the committee to view.**

**<http://florida-family.net/nar-anon-fl/>**

**Alice and Donna agreed to review the mock website, and to ask Lynne to help and guide the committee to uphold the principals and traditions of Nar-Anon while reviewing the website.**

**Alice will ask Lynne to review the "About Us" on the top banner, which is the same as the home page.**

**Donna will review "Find a Meeting" and "Meeting News and Info".**

**Alice will review "Events", "Calendar" and "Contact", which is also on the top banner.**

**Meeting ended at 8:15 pm**

**Next meeting is Nov 1st, 2015 at 7pm**

**Submitted by Alice 10/18/15**

## **MINUTES**

**07/09/15 Website Call**

**Donna, Lynne, Ed and Andrea**

**Motion made by Ed and 2<sup>nd</sup> by Andrea to approve the Minutes from 4/2/15 website call. Motion passed**

**-Andrea is in the process of posting PSA video to home page. Other changes to home page include: changing the wording of link to NA meeting search and WSO website link. New NA link will say, "If you're an addict seeking help click here." Link for WSO will say, "For Nar-Anon World Website click here." Also Information line will state that it is the Florida Information Line. Link to online forum meetings are in process**

**Andrea will also add the Find a Meeting link to top banner after home page link**

**-Status on form numbers - will be completed after other items resolved**

**-Keep and Share Calendar will post committee meetings, F2Fs, and Florida Region Conventions**

**-Status on hits per month. Andrea has utilized an app to keep track of hits to website. She will tweak to best utilize its capabilities. A report for f2f can be compiled with data.**

**-Andrea will update search word list to ensure that the Naranonfl.org link comes up on the first page of the Google search engine. She will keep in contact with committee chair with progress reports.**

**-Andrea is going to share available new templates with the committee that can be used to change the aesthetic appearance of the website. Andrea will work on this after other more important items on agenda are completed.**

**Meeting ended at 2:51 pm**

**Next meeting is August 20, 2015 at 10:00 am.**

**Submitted by Donna C. 07/09/15**

**04/21/15 Website Call  
Opened with Serenity Prayer  
Donna, Lynne, Ed and Andrea**

**Motion made by Lynne and 2<sup>nd</sup> by Ed to approve the Minutes from  
3/10/15 website call. Motion passed**

**-Andrea has looked at the PSA that is posted to WSO website and agreed it can be embedded into FL webpage. She will be working on that in the near future.**

**-Andrea is going to look into form #s on documents and will add a few at a time.**

**-A link to online forum meetings will be placed on website – not resolved. Andrea will look into achieving this at first opportunity.**

**-After much discussion, Donna will contact George regarding changing the wording on the website budget to change the line item, “Keep and Share Calendar” to simply state “Calendar.” This change will allow the website committee to make changes to the calendar should the need arise.**

**-Andrea is looking in to some free apps to be able to record hits to the website.**

**-Andrea will update search word list to ensure that the Naranonfl.org link comes up on the first page of the Google search engine.**

**-Andrea is going to share available new templates with the committee that can be used to change the aesthetic appearance of the website.**

**-For unfinished business in May – Discuss posting of the RSC Bulletin**

**Next meeting is May 15<sup>th</sup> at 10:00 am. Subsequent website calls will be the 3<sup>rd</sup> Tuesday of every month at 10:00 am.**

**Submitted by Donna C. 04/21/15**

**03/10/15 Website Call  
Opened with Serenity Prayer  
Donna, Lynne and Andrea**

**Minutes from 6/6/14 website call passed**

**-PSA will be posted to website**

**-Andrea is going to look into form #s on documents and we will revisit that on our next call**

**-A link to online forum meetings will be placed on website**

**-Donna is going to contact Mickey S. regarding Keep & Share calendar and if it was placed on website by motion from the Region. If not, Andrea will consider using another application. If so, Andrea will look into the best way to utilize calendar.**

**-Andrea will be reporting statistics on website hits and forwarding report to me for website committee reports to Region.**

**-Andrea is also going to look into our Google rating and ways to keep the website high on search results on Google.**

**-Andrea is going to Look at WSO website and other Region websites for ideas**

**Aesthetic changes to website include:**

- **Correct mission statement on home page**
- **Make the "Do you need Nar-Anon?" appear as a link**
- **Post the RSC Bulletin**
- **Post the PSA**
- **Change everywhere it says Newcomer's meeting to Beginner's meeting**
- **Take the word "State" out of the heading for the link to current meeting list to state, "Florida Region meeting list by County.**

**Next meeting is April 21<sup>st</sup> at 10:00 am. Subsequent website calls will be the 3<sup>rd</sup> Tuesday of every month at 10:00 am.**

**6/9/14 Website Call  
Donna, Sandra, Lynne and Ed**

**Opened with Serenity Prayer**

- Priority - Get Sandra's correct email address for contact list.**
- Contact George and Sheryl B. with correct contact info for Sandra**
- Have Sheryl B. send Sandra all past meeting lists and contact lists with explanation of all changes.**
- Send those Outreach minutes in my possession in .doc format to Sandra in .pdf format.**
- Contact Elaine for any other outstanding minutes not yet on website.**
- If possible switch MEETINGS IN FLORIDA to top and change it to say FIND A MEETING. If not possible to put on top, leave where it is, but change it to say FIND A MEETING.**
- New Meetings & Info along top to be changed to say Info & Updates.**
- On Home page put the Do You Need Nar-Anon link towards top. Remove telephone and condense the Helpline Information paragraph.**