

FL Region Website Committee Meeting Minutes

Thursday, June 15, 2023 @ 7pm (virtual)

	ACTION / MOTION
1. ROLL CALL: Sandy, Debra, Bonnie, Theresa. The meeting opened @ 7:02pm. Debra asked for a volunteer to take the minutes of this meeting.	ACTION: Theresa will record the minutes.
2. MINUTES: Theresa motioned to accept April 20 th minutes; Bonnie seconded. Motion opened for discussion. No corrections or changes were made.	MOTION: • Motion to accept April 20 th , 2023 as written minutes carried unanimously.
3. REGION COMMITTEE WEBPAGES: Part of this (website) committee's duties is to review the region's website for content and errors. Sandy reviewed committee webpages and found under the Outreach committee webpage, out-of-date documents and content. The website committee was notified via email of the problem. The webmaster, Theresa, edited the Outreach webpage to remove the old content to the base of the page under archives. New links to Outreach and Service pamphlets and other material that is free for groups/members to print off was added. The Narateen webpage was reviewed by the Narateen committee recently and was up to date. Convention committee and Literature committee webpages have not been updated or given content since the webmaster started in 2015.	ACTION: • Debra will ask the Outreach committee chair about several documents (Outreach Report Forms & Literature Placement document); if the forms are used (or removed or archive) and ask for content for the Outreach webpage to be reviewed and updated. • At the next RSC meeting, an agenda item will be added to discuss committee webpages & minutes/notes (updating, checking content).
4. VIRTUAL/HYBRID GROUP MEETINGS: On June 1 st , the region received a group-edit form from Port St Lucie group #127-041 (St. Lucie County) that holds hybrid meetings of the June 22 nd closure and added under "meeting changes" the following, "And can you take off the email address." Theresa emailed the GSR asking if they were stopping hybrid meetings as there is no way for a newcomer or member to get information on how to participate. To date, no response.	ACTION: • Bonnie will contact the group and either get contact info for that group (email and/or phone #) to add to the meeting listing on the website or see if they are no longer a hybrid meeting.
5. CONTACT LIST: This week members received a phone call from a convention committee member. The convention committee decided to call everyone on the contact list to personally invite members to FRCNA. Members discussed the usage of the contact list to access group member's personal email addresses and phone numbers other than the region officers, Helpline, or the Outreach Chairperson. This information is important to be able to verify information about a meeting (Helpline). Members were asked if they got the FRCNA flyer registration, the weekly emails from the region about the convention, and if members of their groups were going. The issue may be if group members choose to remove their contact information and how this would impact the Bay Area and FL Region with no way to help a member find out about this group meeting (verification).	ACTION: • Add agenda item to the next RSC meeting to discuss member access to the contact list (email, phone #'s).
3. MAILCHIMP: Theresa continuing to work with the MailChimp platform. It is not user friendly and is geared for large businesses selling. Contacts are updated as changes occur.	
5. NEXT MEETING: July 20 th @ 7pm. Debra's Zoom account. Remaining 2023 (tentative, will review schedule in future): Aug 17, Sept 21, Oct 19, and Nov 16	NEXT MEETING: • July 20 th @ 7pm
6. CLOSING:	• Meeting adjourned at 8:14pm

Submitted by Theresa
approved 7/20/23