Present: Committee members Erich Meyer, David Hewett, Jack Reidy and Paul Grothmann. Staff liaisons Jon Altshul and Brian McCool were also present.

Call to Order, Pledge of Allegiance, Moment of Silence

Paul called the meeting to order at 7:07pm and led the committee in the pledge of allegiance. A moment of silence was also observed.

The July 24, 2014 draft minutes were approved.

The committee agreed that the FAQ page should not be in question format because a viewer would have to read too much information in order to find what they are looking for.

Brian spoke to Internet R&D, which is willing to continue to host the site and offer support either on a monthly or hourly basis.

To Do List:

- The home page will have a background color of a transparent white. The opaqueness will vary between different sections (slider, in the spotlight, calendar, Facebook feed). Each section will have a border with a shadow effect.
- The slider used on the homepage will only appear on the homepage and the side links will also only appear on the homepage. The Park & Rec and About Us pages will feature their own sliders.
- The Facebook feed will be moved under the calendar.
- The footer will include the message "Developed by the East Goshen Township Website Committee" and the Township's vision statement.
- Chester County, PA will be added to the header.
- The carrots on the dropdown menus to be removed.
- A straight line border to go above the dropdown menus.
- Color of the text on the dropdown menu to be changed.
- All secondary pages will have the associated dropdown links on the left hand side of the page.
- Paul to check compatibility issues with search button and responsiveness.
- The "featured" news will have feature 3 to 4 articles and will have a link on footer for more news. More news will link to a news page under the About Us dropdown.
- The flag on the background image of the header to be flipped.
- The search button to be changed to a rounded image.
- Paul to fix the events/meetings calendar links.
- The featured calendar will list the next 5 events.

- The "featured" calendar will have a link for the full calendar on the footer. The full calendar will be created under About Us.
- The date under the event on the calendar will be removed and replaced by the time of the event.
- Brian to add pages to the menu structure.
- Jon to begin the memo that will be sent to the Board. Jon will email committee members with a draft prior to the next meeting.
- Jon stated that Brian should attend a WordPress course. Paul mentioned that a WordPress course would be hard to find and that he would meet with Brian to teach him how to better use WordPress.

Action Plan for Next Meeting(s)

Review progress of website and discuss the draft memo to the Board of Supervisors.

Adjournment

Paul made a motion to adjourn at 8:18pm. The motion passed unanimously.

Respectfully Submitted,

Brian McCool