

FINAL Minutes
East Goshen Township Website Committee
August 28, 2014

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

The August 14, 2014 draft minutes were approved.

Review Progress of Site/To Do List:

- “In the Spotlight” will be changed to “Featured” and be relocated to the right of the slider on the homepage.
- Paul to link the logo to the homepage.
- Brian to provide pictures for the Park and Rec and About Us sliders.
- Brian to add 6 months’ worth of material to the calendar.
- Paul to add shading to boxes on the homepage to give page 3D look.
- Brian to add a news page under About Us.
- Paul to create buttons for Facebook, YouTube, Constant Contact and Blackboard Connect and locate them at the top right corner of the page.
- A number of edits were made to the draft memo to the Board of Supervisors. Jon to update memo.

Other discussion included how PDFs would be viewed; whether they would open in a new window or appear in a box on the same page. Also, Erich determined that the current site is hosted by Network Solutions. Before going live, the domain will need to be transferred to the test site. The committee decided that an agendas page, minutes page and park and rec page should be presented to the Board of Supervisors.

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 8:15pm. The motion passed unanimously.

Respectfully Submitted,

Brian McCool