

FINAL Minutes
East Goshen Township Website Committee
September 25, 2014

Present: Committee members Erich Meyer and Paul Grothmann. Staff liaisons Jon Altshul and Brian McCool were also present.

The August 28, 2014 draft minutes were approved.

Review Progress of Site/To Do List:

- Paul is going to purchase the upgrade to the FAQ page so the content extends across the width of the page. Also, Paul will format the page so each category is a dropdown. Brian will finish adding the questions and answers on the page.
- The content on the home page does not fill the screen. Paul to fix.
- Brian to get the FTP access information from Internet R&D.
- Pictures need to be a set dimension before posting in order to fit properly in the slider.
- Carrots will be added to the submenus of the dropdown items.
- Brian to double check that all pages are set to the default template.
- Dropdown items to be reformatted so a viewer does not have to scroll.
- Brian to install Gravity Forms plugin and begin creating forms.

Action Plan for Next Meeting(s)

- Review progress of website and discuss the draft memo to the Board of Supervisors.
- Select a font to use for the website.

Adjournment

Paul made a motion to adjourn at 7:47pm. The motion passed unanimously.

Respectfully Submitted,

Brian McCool