

Communications / Technology Committee Report, Spring 2013

ACCOMPLISHMENTS SINCE LAST ASSEMBLY:

1. R3 website moved to new hosting company
2. Barbara created a page for committee's use and created aliases for each committee chair and steering committee member
3. Online registration implemented for Tucson Fall 2013 assembly and convention
4. Speaker's recordings linked to web and downloadable.
5. Donate button placed on web
6. Fillable committee report form created and posted
7. Physical region 3 records have been handed off and in possession of com-tech committee. They've been thinned and sorted. Steering committee has discussed what needs to be physical held and what digital.
8. Barbara V got WSO guidelines for document retention.
9. UTAH soaring region tapes from spring 2012 we've got permission to put up.

REGION III COMMITTEE REPORT FORM

Date: 4/6/13

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GOALS	ACTIONS	TIME FRAMES	RESPONSIBLE PARTIES	COMPLETION STATUS
1. Post Utah soaring speaker tapes on R3 web.		Before fall 2013	Barb Rollins	To be done
2. To have reference to newsletter in committee description in the committee folder		Before Fall	Beth	In Progress

deleted.				
3. Dynamic home page for region 3	Entries updated monthly		Barb R. a. best practices manual for IG reps Region Assembly Report	Ongoing
4. Emphasize imminent events in larger type face	Update with larger type face	Within next 2 months	Barb R.	
5. Change verbiage on donate button to clarify what info (the group/IG number) to identify contribution				
6. Make it easier to find IG and meeting number.	Investigate getting a list from WSO. b. put up better instructions on how a member can find their group and IG numbers.	By fall assembly	a. Beth see if they can send only meeting day/time/name and number as well as corresponding IG number. b. Barb will put up more detailed instructions on how to find group/IG numbers.	Beth- will do: Barbara already done.

COMMUNICATION FOLLOW-UP METHOD	RESPONSIBLE PARTY	DATES
Email	Committee Members	

AGENDA ITEMS FOR NEXT COMMITTEE ASSEMBLY:

1. _____
