

Meeting Review Notes – Texas State Convention Advisory Board; June 27, 2009

Hosting & Domain Registration

I proposed opening a new web hosting account with another provider, [Bluehost](#), and transferring both the tscna.org website and domain to the new host.

TSC currently pays \$95.40/year for hosting with LunarPages and \$34.99/year for domain registration with Network Solutions for a total of \$130.39. The Lunarpages account does not provide me with some basic functionality that I am used to having, secure shell access and tools for configurable file compression/transfer.

With [Bluehost](#) the cost of hosting and domain registration would be \$83.40/year with a three year purchase of \$250.20. Bluehost also offers a lot more web master toys which makes me happy and will make it easier for the next person.

I will pay for the new account and submit a receipt to Steve for reimbursement. It was agreed that I would do this immediately to avoid any transfer issues in September, 2009 when the existing accounts come due. If Lunarpages does not provide a refund for account cancellation there will be a small loss of \$23.55 for the three unused months. Domain registration picks up on September, 27th.

Registration/Merchandise Shopping Cart

I asked whether the Advisory Board Treasurer or Convention Committee Treasurer will be the one in control of the PayPal account and site shopping cart. It was decided that the AB will be in control of the cart for consistency between conventions.

I explained to the committee the advantage of using reg@tscna.org for the treasurer's email account. It instills confidence in your visitors (customers) to know that their registration issues are being handled directly also the use of the domain address, @tscna.org, displays professionalism that a personal email address does not. The reg@ is separate from the convention registration subcommittee but they will interact with convention registration and merchandise when the website shop is shut down. This has worked well with the conventions I have been involved with.

It was agreed that Cencelia would open up a PayPal account with the reg@tscna.org email address. She will work closely with me on the set up of the email account and implementation/testing of the cart.

Shortly after the PayPal account is opened and verified, I will place a \$20 pre-registration form on the site.

Emails

From experience, I suggested two domain emails.

- info@tscna.org – For Steve as the primary website contact
- reg@tscna.org – For Cencelia for the shop interaction

I also recommended setting up an all@tscna.org forwarding email to all personal addresses affiliated with the AB and CC. Though I hate forwarders and their inherent problems, this will give each member the option to send out emails to everyone by using one address. Agreed.

Responsive Contact

Except for setting up the shopping cart with Cencelia, Steve will be my only contact for issues web related. He will coordinate all two way communication between the committees and me.

Site Focus

Currently the site is focused on the Advisory Board with little emphasis on the convention itself. I want to make this site convention centric with some AB information tucked away in the back. Fresh information about the convention will be place prominently on the front page. This will be done by using blog or news style functionality where the author of the content will be able to publish on the front page. This worked nicely with tbrca 9 as announcements were made throughout the year for entertainment, speaker plea, time left for pre-reg, fundraising events, banquet menu, etc...

The idea is to keep information fresh so members will return to the site.

Abe asked if other board members can post articles on the site. I responded that registered members can be granted authorization to author and publish articles. A regular new registrant to the site is allowed to visit areas of the site specific to registered members like the speaker audio file upload and online registration. The permissions can be expanded to other frontend authorization with the ability to create or edit articles and approve, publish or delete content. (Note: Joomla, the platform I am using, allows 7 tiers of site access right out of the box. Frontend – Registered, Author, Editor, Publisher. Backend – Manger, Administrator, Super Administrator. [More Info](#))

Speaker Audio File Uploader

I explained that we had favorable success with a speaker audio file uploader on the tbrca 9 site. Nearly 40 recordings were uploaded and the main speaker was chosen from one of these.

The cost to me to implement this is \$30 (my NA rate module setup fee.) I hold a developer license for the application itself, so when I am fired the committee will have to decide whether they want to obtain their own license for 30€.

It was agreed that I do this for \$30 to be invoiced on completion. I also mentioned that in my estimate I noted rates for extra items. So there is a minimal charge for additional modules. Calendar, gallery, etc...

Graphics

I requested that graphics sent to me be in their original native format, Illustrator, Fireworks, Corel Draw, Photoshop and so on. This makes it easier on me to blend/brand it into the site. Steve said that he would get these to me.

As soon as the convention gets a theme they will let me know so I can start creating.

Looking forward to working on this site

Tom Kraft

PS. I did express my hatred of roman numerals to anyone that would listen.