INELA Website Committee
Conference Call
March 23, 2006

SUMMARY

The committee met at 2:00 PM CST on Thursday, March 23, 2006 by telephone conference call. Interim chair, Carol Batterton, led the meeting. Other members present included: Dan Hickman, Keith Ward, Brooke Connor, Bob DiRienzo, Rip Starr, Jerry Parr (associate), Silky Labie, Maria Friedman and John Applewhite, website contractor.

1. Jerry Parr introduced John Applewhite, INELA's new website contractor. Jerry had earlier sent out an explanation of the selection process along with the proposal that John had submitted.

2. The committee discussed the priorities for website functionality and decided on the following list in order of importance:

> Voting system
> Membership database
> Bulletin boards
> Document collaboration
> Teleconferencing
> Newsletter
> e-Learning

John Applewhite will explore the options available for pre-packaged software that provides these functionalities. In addition, he will talk with other organizations like NSF about the purchase/use of their systems. Carol Batterton will contact Jane Wilson at NSF to inquire about NSF's willingness to sell or allow use of their systems.

3. The committee discussed requirements of the voting system and membership database. The requirements identified are included on the attached document.

4. The next meeting was scheduled for April 20, 2006 at 2:00 PM CST. Solutions for the voting system and membership database will be discussed.