

**INELA Website Committee
Conference Call
September 21, 2006**

SUMMARY

The committee met at 2:00 PM CST on Thursday, Sept. 21, 2006 by telephone conference call. Interim chair, Carol Batterton, led the meeting. Members attending included: John Applewhite, Dan Hickman, Keith Ward, Pam Varner, Silky Labie and Jerry Parr. Arthur Clark from the NELAC Membership and Outreach Committee also participated in the call.

Interim chair Carol Batterton announced that after today's meeting Silky Labie will take over as chair of the Website Committee. Carol will become chair of the Public Affairs Committee that Silky has been chairing.

Carol also introduced Art Clark, current chair of the NELAC Membership and Outreach Committee. The NELAC M&O Committee has responsibilities similar to the INELA Website and Public Affairs committees. Art, Silky and Carol recently held a conference call to discuss how best to coordinate activities in the event of the combination of the two organizations.

Jerry Parr presented the options available for the URL for the new organization. It appears the PPT will recommend The NELAC Institute as the name for the new organization. The URL www.nelac-institute.org is available. The committee agreed to recommend this URL to the PPT. The new organization's home page should go live on Nov.6, 2006, but will have limited information and functionality until after the first of the year.

With respect to the current NELAC website, the committee agreed to form a sub-committee of Art Clark, Dan Hickman, Irene Ronnig, and John Applewhite to determine what content and functionality needs to be migrated from the current NELAC website to the new organization's website.

John Applewhite reported that limited progress had been made on identifying document collaboration software. The committee agreed that John should get an extension on the demo for WebX and ask the Expert Committee chairs to review it and provide feed back. John will use the feedback to either pursue an agreement with WebX or search for another vendor.

The committee agreed to postpone development of the website SOP until after the combination of the two organizations.

The next meeting of the Website Committee will be held on Monday, October 16, 2006, at 10:30 am CDT.