

Notes of a Website/Communications Committee meeting 4 July 2016

1. **PRESENT:** C Evans (Chair), W Jones, R Hendy (Reporter)

2. **APOLOGIES:** S Jordan, R Doyle, M Ward

3. **ACTIONS PROGRESS from 28/07/2016:**

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| 4.1 WJ has Excel and can get help from her daughter. | Done |
| 4.2 CE has chased Service Committee Chair | Done |
| 4.3 This Committee is scheduling meetings fortnightly | Done |
| 4.4 Move of International Committee date 12 th – 19th July has caused some Confusion | |
| 4.5 Stewards' names will be taken on by WJ | Done |
| 4.6, 4.7, 4.8 (Photos, Sailor Ted, 100 Club postings) | Done |
| 4.9 Decided NOT to contact single-handed software developer for redevelopment owing to risk of him "going under a bus" with consequent loss of support | Done |

4. **NEW ACTION ITEMS**

CE had a list of out-of-date web pages, etc. that need attention:

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| Top Choir Kent, Duck Race page, Ghana Hospital, | ACTION: RH - Archived |
| Club History stops at 75 th Anniversary | ACTION: CE – Ask Archivist (AF) to update |
| Club Council list out of date | ACTION: RH - updated |
| Fellowship webpage | ACTION: RH - Archived |
| What is Rotary (is a common page to most Rotary websites) | ACTION: - Leave alone |
| JP Ekins Concert Invitations | ACTION: RH - Deleted |
| Activities: Innovation Competition 2015 | ACTION: RH - Deleted |
| Ghana Project (same as Ghana Hospital) | ACTION: RH - Archived |

5. **DATE OF NEXT MEETING**

Mon July 26th, 2 pm at CE's house: 10 Chestfield Rd Whitstable CT5 3LJ.