SETA IT Committee Meeting Minutes – January 23rd, 2016

Attendees: Marshall W. (Chair), Jeff H. (Webmaster), Betsy G. (Review/Finance) and Richard B. (Alt Support), Dan P. (Alt Webmaster).

IT Committee	
Chair	Marshall W.
Alt. Chair	Waco M.
Secretary	(open)
Postmaster	Kyna D.
Alt. Postmaster	(open)
Webmaster	Jeff H.
Alt. Webmaster	Dan P.
Support	Waco M.
Alt. Support	Richard B.
Review	Betsy G.
Finance	Betsy G.

Call to Order: Marshall W. called the meeting to order at 10:00 am at the Spring Branch Memorial Club followed by the Serenity Prayer.

Service Material: Betsy G. read Concept 1 and correlated Concept 1, Tradition 1 and Step 1.

Minutes: The December 5th minutes were reviewed and stand approved as written.

IT Chair: Marshall W.

NOTE: The new Hot Spot that was recently purchased has a download speed of 15.3 MB/Sec and upload speed of 12.1 MB/Sec with full bars and signal strength displayed.

- REMINDER: The IT Committee will be involved in the October Assembly election procedures
- At the January SETA Convention, provided support for laptop, projector & screen setup for the Saturday morning GSR Workshop, a PI Committee presentation and the Saturday night Spanish LaVina speaker presentation. Experienced technical difficulty with the GSR Workshop (no electrical power readily available), therefore, could not utilize projection equipment.
- CFC Chair, Richard D., dropped off his laptop with Marshall for upgrade to an IdeaPad S405 #CB18843385 - laptop was turned over to Richard B. to wipe the drive and load Windows/Office.
- Attended the GSO Inventory workshop presented by Don M.
- Attempted contact with Waco M. (Alt IT Chair/IT Support). Dan P. indicted his desire to step up to fill this position. Betsy G. motioned that, if no response from Waco M. in 3 days (01/27/16), Dan P. to assume the IT Support position – Marshall M. second. All present agreed.
- Need to submit the GoDaddy payment receipt to the Area Treasurer and needs to finalize the GoDaddy administrator transition from Mike W. (former IT Chair).
- Will pursue printing additional IT Committee flyers
- Goal for 2016 is to purchase another laptop
- Will get reimbursement check to the Postmaster for Gossimer payments.
- There is an urgent desire to have someone fill the Alternate IT Chair position in order to start the learning process
- Utilization of GoTo Meeting continues to expand with CPC Committee, PI Committee, TFC, IT Committee and considering use during the 2017 Convention

Webmaster: Jeff H. –

- The SETA website was last back up on 01/22/16 with 767 MB (77%) and 4,983 files. Since the December meeting, there were 33 site postings consisting of 15 meeting minutes, 4 flyers, 8 page contents, and 6 other (policy, agenda…etc.) - only a few documents required scrubbing.
- The "aa-seta.org" domain registration was renewed with GoDaddy by the IT Chair for a 5 year term
- I received a replacement laptop from the IT Chair – currently migrating from old to new computer

- The SETA Convention IT Committee display table was set up with the new display board and laptops for presentation and hands-on site navigation. We had several visitors requesting assistance with issues and inquiries about website functionality. Experienced poor hotel provided WiFi performance which hindered internet accessibility.
- Work in progress:
  1. Transition from old to new webmaster laptop computer (In Progress)
  2. Provide digital copy (flash drive) of entire SETA website to Area Archives Committee (Flash drive given to Betsy G. to hand over to Archives)
  3. Purge unused/historical files from SETA website to reduce storage memory (In progress)
  4. Explore use of WordPress (https://wordpress.org/about/) to enhance our website functionality (In Progress)

Postmaster: Kyna D. – not present – no report

Support/Alt Support: Waco M./Richard B. – not present - no report

Review: Betsy G. – There were 20 SETA Announce requests accepted and 1 spam requests blocked. All posting requests were in good shape.

Finance: Betsy G. – The finance report for December and January were reviewed. The December report stands approved as modified. Betsy communicated the 2017 budget adjustments to Marshall W. to include the Regional Forum line item and Rent for $100 as well as increased email account pricing.

APPROVED 2016 BUDGET		Jan	Feb	Mar	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Total	Remaining Budget
3 Quarterly Assemblies	**$290.00**													$0.00	$290.00
Area Convention	**$270.00**	$269.10												$269.10	$0.90
National AA Tech Workshop	**$1,500.00**													$0.00	$1,500.00
Subtotal	**$2,060.00**	**$269.10**	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	**$269.10**	**$1,790.90**
Other Expenses:															
Telephone (Hot Spot)	$150.00	$110.47												$110.47	$39.53
Printing	$50.00													$0.00	$50.00
Software	$450.00													$0.00	$450.00
Supplies	$250.00													$0.00	$250.00
Registration Fees* (website fees)	$175.00	$867.00												$867.00	-$692.00
Room Rental	$100.00	$180.00												$180.00	-$80.00
Equipment	$1,400.00													$0.00	$1,400.00
Subtotal	$2,575.00	$1,157.47	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$1,157.47	**$1,417.53**
TOTAL	$4,635.00	$1,426.57	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$1,426.57	**$3,208.43**

Old Business:
Richard B, presented an update on information on an alternate email solution with Gossimer to upgrade to a Business account (see below image). This would include email and DMS Records pointing to the 1and1 site.

Gossimer – Web and E-mail hosting

Beginner	Economy	Business	Pro
$ 29.64/year	**$ 59.88**/year	**$ 25.20**/qua	**$ 36.04**/qua
		Best Plan	
1 Domain Hosted	1 Domain Hosted	1 Domain Hosted	1 Domain Hosted
0 Addon Domains	0 Addon Domains	4 Addon Domains	9 Addon Domains
100MB Disk Space	100MB Disk Space	Unlimited Disk Space	Unlimited Disk Space
5GB Bandwidth	10GB Bandwidth	Unlimited Bandwidth	Unlimited Bandwidth
10 Email Accounts	250 Email Accounts	Unlimited Email Accounts	Unlimited Email Accounts
Server Location United States	Server Location United States	Server Location United States	Server Location United States
Buy Now	Buy Now	Buy Now	Buy Now

Proposal – Change the Gossimer (https://www.gossimer.com/window-hosting.php or https://www.gossimer.com/linux-hosting.php) e-mail hosting package to a web hosting package and leave the DNS records for the website pointing to the 1&1 site.

Advantages – Depending on the amount disk space required for the e-mail we have 2 choices

1. The Economy package which is $59.88 a year for 100MB disk space and 250 email accounts
2. The Business package which is $25.20 per quarter or $100.80 a year for unlimited disk space and email accounts.

This would be a significant savings and everything could stay as it is. The current cost is $61.10 per month or $733.20 per year.

Possible Issues – They may not allow the DNS to remain pointing to 1&1. Name servers currently hosted by 1&1. Further research would have to be done to see if this is the case.

Working with PI/CPC on the proposed PI web page redesign

New Business:
    none

Meeting was adjourned at 12:15 pm. The next monthly IT Committee meeting will be held on Saturday, February 27th at 10:00 am, at the Spring Branch Memorial Club (SBMC).

Respectfully submitted, Jeff H. – Webmaster